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avin Newsom
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harles A. Higueras, A.I.A.
esident

even A. Coulter
ice President

elen Marie Bautista
nnie K. Chin
welle Gomez
rry Kane
eborah Strobin
mmissioners

is Herrera
ty Librarian

ichael Housh
mmission Secretary

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, September 1, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. AFFINITY CENTERS UPDATE REPORT DISCUSSION
Presentation of and discussion of update reports on the African American Center and the Book Arts & Special Collections Affinity Centers.

3. CITY LIBRARIAN'S REPORT DISCUSSION
by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: Recruitment for Director of Operations and Maintenance; information on library's participation in Civic Center/Market Street area improvement work groups; update on Library's self-service reserves project; highlights on the One City, One Book Program; summary of the Library Technology and Privacy Committee meeting and upcoming Library community events.

4. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

5. LABOR UNION REPORT
(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

6. NEW BUSINESS
(This item is to allow Commissioners to introduce new agenda items for consideration.)

7. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 8/26/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

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San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, September 1, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, September 1, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:04 pm.

Commissioners present: Bautista, Chin, Coulter, and Higueras.
Commissioners excused: Commissioners Gomez and Strobin
Commissioner Kane's arrival was expected. A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: urged non-support for the Friends of the Library and discussed Library Commission history during the Presidency of former Library Commissioner James P. Herlihy.

Commissioner Kane joined the meeting at 4:17pm.

AGENDA ITEM #2 AFFINTIY CENTERS REPORTS

Kathy Lawhun, Chief of the Main Library introduced presentations on the Main Library's African American Center and Marjorie G. & Carl W. Stern Book Arts and Special Collections Center. Stewart Shaw, the African American Center Librarian presented an update report on the Center's programs and activities since his last presentation to the Commission.

Ms. Lawhun then introduced Asa Peavy, Program Manager for the Marjorie G. & Carl W. Stern Book Arts and Special Collections Center who described the Stern Center's holdings and principle areas of focus and then presented a detailed overview of the broad scope of programs, and recent activities involving the Stern Center collections.

Public comment on AGENDA ITEM #2 AFFINTIY CENTERS REPORTS

An anonymous member of the public: spoke about previous reports by the African American Center; about relationships between communities, community bookstores, and the Library; and noted existence of other Library collections not highlighted in Mr. Peavey's report.

Mr. Peter Warfield: applauded "book centered" collections, requested more public service hours for the affinity centers, and suggested there were valuable Library collections not yet catalogued and available to users.

Ms. Donna Bero Friends of the Library: pledged the Friends continued support for Library affinity centers, and called attention to their approaching 10th Anniversary.

Commission discussion of AGENDA ITEM #2 AFFINITY CENTERS REPORTS

Vice President Coulter thanked Mr. Shaw and Mr. Peavey for their reports and commended the Center's great programming; like the Eric Hofer Lecture he had attended, they produced using Library collections. Vice President Coulter noted the upcoming 10th Anniversary of the Centers and observed that the next step should be to expand outreach to renew ties between Library staff and the communities and thereby expand and strengthen affinity center collections and community use and access to them.

Commissioner Chin inquired about programming in the African American Center and Marjorie G. & Carl W. Stern Book Arts and Special Collections Centers aimed toward children and youth. Commissioner Chin commended the report on the Stern Center's calligraphy collection and related programs and suggested staff might consider ways to include examples and consideration of Chinese Calligraphy in its programs.

Commissioner Bautista pointed out the attention gained for the Library by affinity center exhibits like the Annual Hand Bookbinders exhibit. Commissioner Bautista recommended outreach to schools and youth and also suggested the Marjorie G. & Carl W. Stern Book Arts and Special Collections Center expand its horizons to include Chinese calligraphy.

Commissioner Kane inquired about and recommended increased outreach to the San Francisco Unified School District (SFUSD) and other City schools to inform them about affinity center programs and exhibits.

AGENDA ITEM #3 CITY LIBRARIAN'S REPORT

Deputy City Librarian Paul Underwood reported on: a favorable reclassification of the Library's Director of Maintenance & Operations position and ongoing recruitment efforts; the availability of self-service holds at the Main Library, recent Library Technology & Privacy Advisory Committee activities; and upcoming exhibitions and programs. The Deputy City Librarian then introduced Library Chief of Adult Services and Communications Marcia Schneider, who propped an update on the Library's "One City, One Book" Program featuring the novel China Boy by San Francisco author Gus Lee.

Public comment on AGENDA ITEM #3 CITY LIBRARIAN'S REPORT

An anonymous member of the public: expressed concerns with the security of Library online systems created by "pop-up" appearing in Ms. Schneider's report and discussed the Library Technology & Privacy Advisory Committee and questioned the creation of and use a self-service reserves system instead of librarians providing this service.

Ms. Sue Cauthen, Vice Chair, Board of Supervisors Library Citizen's Advisory Committee, suggested trying to avoid scheduling meetings of interest on the same day and times.

Mr. Peter Warfield: expressed concern with the security of Library online systems and discussed the Library Technology & Privacy Advisory Committee.

Commission discussion of AGENDA ITEM #3 CITY LIBRARIAN'S REPORT

Commissioner Kane commended the "One City, One Book" program and urged continued outreach to schools during its activities.

Commissioner Chin was informed about the planned length of the initial "One City, One Book" program and suggested that author Gus lee might consider donating to the library

President Higueras inquired about and was informed concerning plans for the next "One City, One Book" book.
Vice President Coulter lauded reported creative use of the Library website and was encouraged to learn of the proposed effort to improve the Civic Center area. Vice President Coulter, a member of the Advisory Committee, discussed Deputy City Librarian's report on the activities of the Library Technology & Privacy Advisory Committee.
President Higueras applauded the effort to upgrade and professionalize the post of Director of Maintenance and Operations noting that our new facilities complete systems would require the Facilities Director to possess a high degree of skill and experience to manage them successfully.

Commissioner Bautista left the meeting at 5:24PM.

President Higueras called brief recess at 5:42PM
The Library Commission returned to session at 5:54PM

AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero applauded Chief of the Main Kathy Lawhun's leadership and support for the Library's affinity centers and noted that the Friends would continue to support their work. Ms. Bero then called attention to the Friend's 49th Annual Big Book Sale September 29th through October 2, 2005. Ms. Bero reported that the "Public Comment" Fund has received $310 in donations including a $30 donation from "an anonymous member of the public". The Friend's Executive Director then called Commissioners attention to a September 8th reception and lecture by Jacques Leslie, author of Deep Water, a work that discussed the impact of hydro-electric dams on their surrounding environment.

Ms. Bero then reported on the highly successful "Book Buddy's" program that paired teen mentors and child learners in an effort to improve reading skills. Introducing Merced Branch Children's Librarian Barbara Vanderborght and teen mentor Angela Hahn who spoke about the successful program. The Friend's Executive Director concluded her report introducing Friend's Board member Steve Harris who described the extensive volunteer efforts involved this year's bigger than ever book sale benefiting the Library and reminded the Commissioners about a September 28th preview opening of this year's Big Book Sale.

Public comment on AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public: spoke in opposition to support for the Friends of the Library; and on the "public comment" fund.

Commission discussion of AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

President Higueras asked and was informed by Ms. Hahn of how she had become involved with the "Book Buddy's " program.
Vice President Coulter noted $310 in contributions to the "Public Comment" Fund
Commissioner Chin commended the Friends, Library staff, and Ms. Hahn for a job well done.
Commissioner Kane encouraged Ms. Hahn to keep up her good work.

AGENDA ITEM # 5 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 6 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #7 ADJOURNMENT

MOTION: by Commissioner Kane, 2nd Commissioner Chin to adjourn the regular September 1, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Chin, Coulter, Higueras, and Kane)

The Commission meeting adjourned at 6:15pm.

Michael Housh, Commission Secretary 9/12/05

Please note: These are draft minutes subject to revision by the Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

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ATTACHMENTS:

Minutes of the Library Commission Meeting September 1, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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Mayor

Charles A. Higueras, A.L.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, September 1, 2005.
(As approved October 6, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, September 1, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:04 pm.

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Commissioners present: Bautista, Chin, Coulter, and Higueras.
Commissioners excused: Commissioners Gomez and Strobin
Commissioner Kane's arrival was expected. A quorum was present

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Mr. Peter Warfield: applauded "book centered" collections, requested more public service hours for the affinity centers, and suggested there were valuable Library collections not yet catalogued and available to users.

Ms. Donna Bero Friends of the Library: pledged the Friends continued support for Library affinity centers, and called attention to their approaching 10th Anniversary.

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Ms. Sue Cauthen, Vice Chair, Board of Supervisors Library Citizen's Advisory Committee, suggested trying to avoid scheduling meetings of interest on the same day and times.

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Commissioner Chin was informed about the planned length of the initial "One City, One Book" program and suggested that author Gus Lee might consider donating to the Library
President Higueras inquired about and was informed concerning plans for the next "One City, One Book" book.
Vice President Coulter lauded reported creative use of the Library website and was encouraged to learn of the proposed effort to improve the Civic Center area. Vice President Coulter, a member of the Library Technology & Privacy Advisory Committee, discussed Deputy City Librarian's report on the activities of the Library Technology & Privacy Advisory Committee.
President Higueras applauded the effort to upgrade and professionalize the post of Director of Maintenance and Operations noting that our new facilities complete systems would require the Facilities Director to possess a high degree of skill and experience to manage them successfully.

Commissioner Bautista left the meeting at 5:24PM.

President Higueras called brief recess at 5:42PM
The Library Commission returned to session at 5:54PM

AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero applauded Chief of the Main Kathy Lawhun's leadership and support for the Library's affinity centers and noted that the Friends would continue to support their work. Ms. Bero then called attention to the Friend's 49th Annual Big Book Sale September 29th through October 2, 2005. s. Bero reported that the "Public Comment" Fund has received $310 in donations including a $30 donation from "an anonymous member of the public". The Friend's Executive Director then called Commissioners attention to a September 8th reception and lecture by Jacques Leslie, author of Deep Water, a work that discussed the impact of hydro-electric dams on their surrounding environment.

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Ms. Bero then reported on the highly successful "Book Buddy's" program that paired teen mentors and child learners in an effort to improve reading skills. Introducing Merced Branch Children's Librarian Barbara Vanderborght and teen mentor Angela Hahn who spoke about the successful program. The Friend's Executive Director concluded her report introducing Friend's Board member Steve Harris who described the extensive volunteer efforts involved this year's bigger than ever book sale benefiting the Library and reminded the Commissioners about a September 28th preview opening of this year's Big Book Sale.

Public comment on AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

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Commission discussion of AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

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Vice President Coulter noted $310 in contributions to the "Public Comment" Fund
Commissioner Chin commended the Friends, Library staff, and Ms. Hahn for a job well done.
Commissioner Kane encouraged Ms. Hahn to keep up her good work.

AGENDA ITEM # 5 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 6 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #7 ADJOURNMENT

MOTION: by Commissioner Kane, 2nd Commissioner Chin to adjourn the regular September 1, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Chin, Coulter, Higueras, and Kane)

The Commission meeting adjourned at 6:15pm.

Michael Housh, Commission Secretary 9/12/05

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9/15/05

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, September 15, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of August 18, 2005.
Explanatory documents: draft minutes

3. BOND PROGRAM MANAGER'S REPORT DISCUSSION
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Portola and Potrero Branch Library Peer Review response.
Explanatory documents: Current Budget Report and Summary Schedules

4. BOND PROGRAM BUDGET UPDATE ACTION
Presentation of, discussion of, and possible action to revise the budget of various Branch Library Improvement Program projects to add moving costs and reflect adjustments to the BLIP Public Art Master Plan.

5. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 9/9/05

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
OCT 17 2005
SAN FRANCISCO
PUBLIC LIBRARY

SF
P76
#2
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draft

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, September 15, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, September 15, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:09 pm.

Commissioners present: Bautista, Chin, Coulter, Higueras, Kane, and Strobin.
A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: spoke in opposition to the Friends of the Library, wondered at the significance of Deputy City Attorney Varah's presence, and commented on Library Commission history.

Ms. Rona Sammler, Friends of the Library Board member: called attention to the support provided for Library programs and services by the Friends of the Library; and reminded everyone to attend the Friends annual "Big Book Sale" benefiting the Library.

Mr. Peter Warfield spoke about: the Library's recent formal receipt of Proposition 14 (Sate Library Bond Act) funds for the Richmond and Ingleside Branch Libraries; and noted the importance to the general welfare of public libraries as public spaces.

Ms. Donna Bero, Friends of the Library Executive Director: reported California's State Treasurer Phil Angelides presided at the ceremonial transfer of the Prop. 14 grant funds at the Richmond Branch Library and that State Assemblyman Leno and District 1 Supervisor Jake McGoldrick and students from the neighboring McCoppin School participated in the festivities. Ms. Bero reported on assistance that the Friends were providing to the victims of Hurricane Katrina. Ms. Bero also invited everyone to attend the 2005 Big Book Sale" beginning Wednesday September 30 through Sunday October 2nd at Fort Mason.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF A UGUST 18, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

An anonymous member of the public commented: that these minutes were distorted and misrepresented statements made; and noted that reasons why the "Public Comment Fund" had been created were not reported, nor were Commissioners' remarks about making contributions to the "Public Comment" Fund.

Mr. Peter Warfield: said his comments in these Minutes were inaccurately reported, citing his reported comments regarding Library use of RFID, and said other speakers, including the Deputy City Attorney, were not accurately reflected as well. Mr. Warfield noted that members of the public had not been invited to attend an "open House" held at the Library Support

Services Center at 190-9th Street reported on by the City Librarian and suggested public tours be arranged.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

Vice President Coulter suggested that the minutes be amended to reflect Mr. Warfield's assertion that he had not said as reported that "all Library use of RFID was bad" to read "not all Library use of RFID was bad".

MOTION: by Commissioner Chin, 2nd Commissioner Strobin for approval of the Minutes of the regular Public Library Commission meeting of August 18, 2005 as amended.

ACTION: 6-0 AYE (Bautista, Chin, Coulter, Higueras, Kane, and Strobin)

AGENDA ITEM #3 BLIP MANAGER'S REPORT

Branch Library Improvement Program Manager Marilyn Thompson presented her usual three part monthly reports on: BLIP Schedule; Budget; and Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $34,614,198 in Bond Program Funds as of this month.

The BLIP Program Administrator noted there would be no informational report presented this month. Ms. Thompson then presented details of the staff's response to the Portola Branch Library and the Potrero Branch Library Peer Review noting changes made or explaining why some recommendations of the Peer Panelists were not accepted.

Commissioner Gomez joined the meeting at 4:56pm.

Public comment on AGENDA ITEM #3 AGENDA ITEM #3 BLIP MANAGER'S REPORT

An anonymous member of the public spoke about: the improved readability of BLIP Report documents; concerning their difficulty in identifying what was pictured in Report; discussed the Library's response to a neighbor's about a BLIP project positing creation of a "construction complaints" fund; and noted their attendance at the Richmond Branch event..

Ms. Jane Fahey, a regular Potrero Branch Library user, expressed: happiness at the renovation of the Branch; and discussed the importance of addressing ergonomic issues for Library staff during renovations.

Mr. Peter Warfield commented that the Report documents were difficult to read; noted a lack of labels on the photographs presented; recommended that the report be expanded and the Peer Panelist come back to react to the staff response; and urged that the Commissioners not make decisions without more detailed information.

Mr. Chet Roaman, Potrero Branch Library Representative on the Council of Neighborhood Libraries (CNL) noted: the revised design was an improvement; but there was need for more space in the Branch suggesting need for additional modifications.

Commission discussion of AGENDA ITEM #3 BLIP MANAGER'S REPORT

President Higueras suggested use of descriptive captions with any photographs presented in future reports.

Vice President Coulter applauded improvements in the proposed design of the Portola Branch Library and noted that his suggestion concerning use of flag poles was as a means to distinguish the new facility's civic function in the largely residential neighborhood, and that it would be useful if every branch had such distinguishing flag poles. In response to Vice President Coulter's query regarding the status of the relocation of the City College Preschool Program using space at the Bernal Heights Branch Library, City Librarian Herrera reported that the Preschool would relocate to space in the neighboring Paul Revere Elementary School. The City Librarian noted that serious and active negotiations were underway between the San Francisco Unified School District and City College of San Francisco to resolve details of the move. The City Librarian also reported that the Library's timeline for renovation of the branch would be delayed in order to facilitate the Preschool's move to the Revere School location. Vice President Coulter requested that details of this status report be included in the meeting's minutes.

Vice President Coulter recommended including Peer Panelists' comments with the report of the response made to them. The Commission Vice President next addressed the question that given renovation cost estimates for the Potrero Branch Library should consideration of its being torn down and replaced with a new facility instead be given. In response the BLIP Manager reported that replacement of the facility would require significantly greater funds than those budgeted for this project and that doing a replacement would trigger challenging planning issues that a renovation project did not. Vice President Coulter remained unsatisfied with the proposed designs and suggested that given the significant funds being expended it might be worth the effort to take on any Planning Department issues and get the best possible new facility for the money spent.

President Higueras noted that there were a lot of activities being squeezed into too small a space at this branch and noted that the neighborhood had a reasonable expectation that after their branch library was renovated it would be better than before. President Higueras noted unused space in the building's basement and suggested consideration of use of some of it. President Higueras also acknowledged that the cost of this renovation suggested that a replacement option be at least consider especially as the proposed designs were unsatisfactory. Ms. Thompson noted that this situation was not unique citing similar questions regarding the renovation of the North Beach Branch Library; and that obtaining Planning variances would certainly be very time consuming and thus costly to undertake. President Higueras requested that this proposal be brought back to the Commission for further discussion and suggested that steps be taken to re-engage with the neighborhood to determine what the community wanted.

AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

Branch Library Improvement Program Manager Marilyn Thompson outlined the changes in the eight BLIP project budgets made to fully reflect the real costs of moving. Ms. Thompson then introduced Ms. Judy Moran, Arts Commission Public Art Program Administrator, who informed the Library Commissioners of the details of the Arts Commission's revisions to the Branch Library Improvement Program Arts Master Plan

reflecting as mandated by law that increased funding available due to increases in project budgets.

Public comment on AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

An anonymous member of the public discussed: the existence of explanatory documents not listed on the meeting's agenda; observed that left no time for members of the public to study them; and suggested that there should be a full and deliberate review before action was taken; and said that most Planning issue changes took place without controversy.

Mr. Peter Warfield expressed disappointment that explanatory materials were not available in advance; suggested that there were many unanswered questions; and recommended that no action be taken.

Commission discussion of AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

President Higueras noted that that it would have been useful if the Art Enrichment Master Plan documents had been dated. Responding to Commissioners' questions Arts Commission representative Judy Moran reported that these were the first and only amendments to the Branch Library Improvement Program Art Enrichment Master Plan. In response to a query, BLIP Manager Marilyn Thompson informed Commissioner Kane changes to the Branch Library Improvement Program Art Enrichment Master Plan were triggered by increases in the budgets of several projects

MOTION: by Commissioner Bautista, 2nd Vice President Coulter for approval of the proposed revision to the Branch Library Improvement Program Budget.

Commissioner Gomez called attention to a potential conflict-of-interest should she vote on this issue and it was proposed she be recused from voting on this matter upon the advice of Deputy City Attorney Adine Varah.

MOTION: by Vice President Coulter, 2nd Commissioner Bautista to recuse Commission Gomez from voting on this matter in order to avoid any potential conflict of interest should she vote on this matter.

ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

On the motion to approve the proposed Branch Library Improvement Program (BLIP) Budget revisions.

ACTION: AYE 5-0 (Bautista, Chin, Coulter, Higueras, and Kane)
Recused 1 – (Gomez)

AGENDA ITEM #5 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Chin to adjourn the regular September 15, 2005 Public Library Commission meeting.

ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

The Commission meeting adjourned at 5:57pm.

Michael Housh, Commission Secretary 9/29/05

Please note: These are draft Minutes subject to revision by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's Report slides
BLIP Program Budget, Schedule, and Construction Reports,
Branch Library Improvement Program (BLIP) Budget Revisions 9-15-05
Branch Library Improvement Program Art Enrichment Master Plan
Branch Library Improvement Program Art Enrichment Master Plan,
First Amendment

Minutes of the Library Commission Meeting September 15, 2005

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

Library Commission
September 15, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased EXC, ING, POR, NBE, GPA, PAR, PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased up to $672,818
TODAY changes proposed in next agenda item

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase - Budget
  - Actual Schedule added
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Design Development Phase
  - Peer Review response
  - Civic Design Review Phase 1

Active Projects Reports Renovations

- Excelsior
  - Construction start 3/04
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Construction Contract Awarded
  - Branch closed 9/2
  - Civic Design Review
  - Permit imminent
  - Interim Services

Active Projects Reports Renovations

- Sunset
  - Construction Contract awarded
  - Closing 9/23
  - Closing party 9/10
  - Permit approval
  - Interim Services
- Noe Valley
  - Bids due 10/12
  - Community meeting
  - Interim Services
- Western Addition
  - Construction Document Phase
  - Interim Services

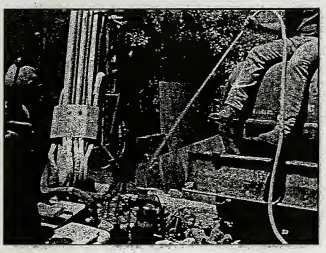
Active Projects Reports Renovations

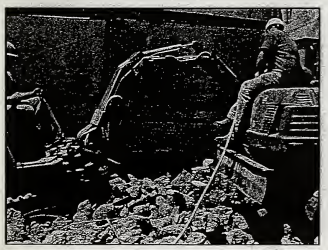
- Richmond
  - Construction Document Phase
  - DD approved by State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response
  - Civic Design Review
  - Preparing submittal for Variance

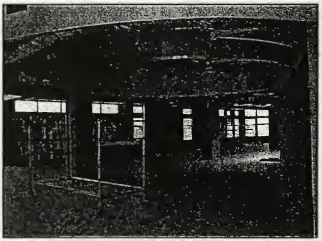
Active Projects Reports Renovations

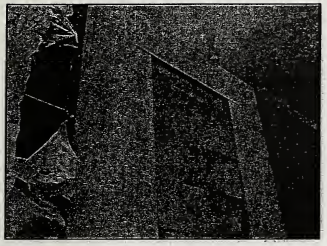
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase
- Other
  - 3rd Series Bond Issue
  - LPF Appropriation FY05/06
  - Budget Models

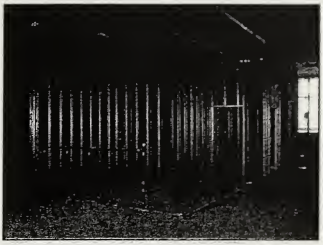
Construction Reports





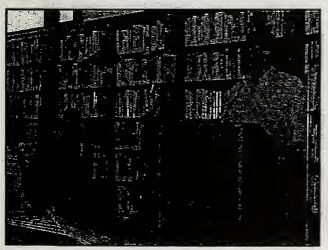






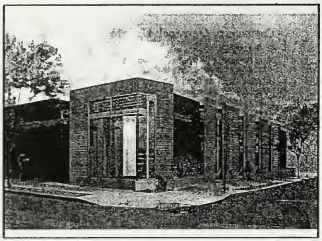
Community Outreach Update

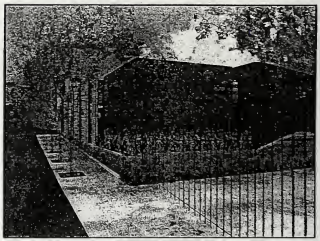
- BLIP events:
  - 9/15 Proposition 14 Check Presentation
  - 9/20 Glen Park Public Art Meeting
- Library events and / or presence:
  - 9/18 San Bruno Street Fair (Portola)
  - 9/24 Westwood Park Association Picnic (Ingleside)
  - 9/24 Sunset Community Festival
  - 10/15 Potrero Neighborhood House Festival
  - 10/16 Bernal Heights Fiesta on the Hill
  - 10/18 Potrero Author Reception
  - 10/22 Potrero History Night
  - 10/22 Noe Valley Harvest Festival
- Related Boards/Commissions:
  - 9/19 Civic Design Review (MAR, POR, POT)
- Other Outreach:
  - Website
  - Bulletin Board - Sixth Floor

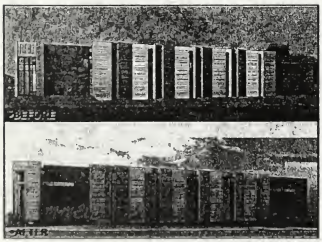


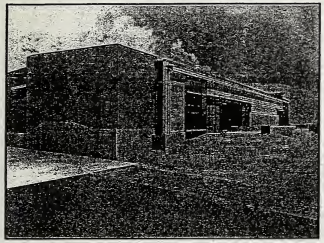
Special Reports

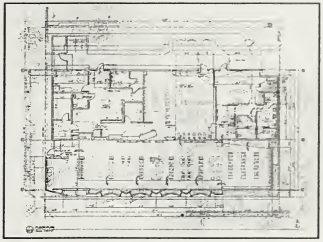
Peer Review Response
Portola Branch Library





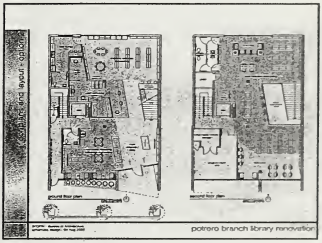


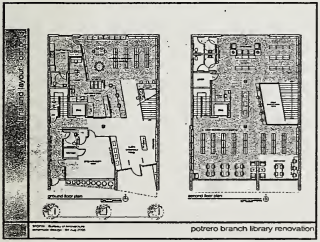


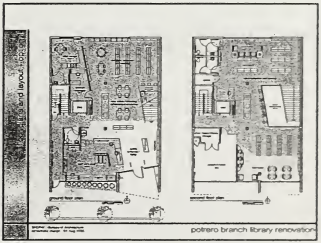


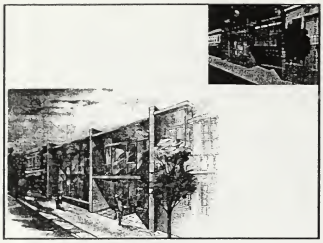
Special Reports

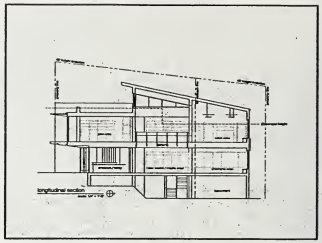
Peer Review Response
Potrero Branch Library

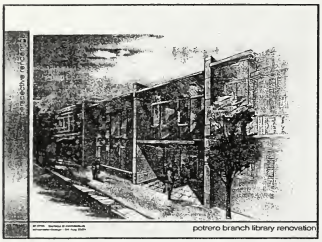


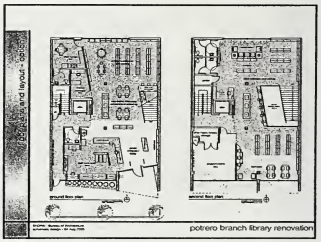






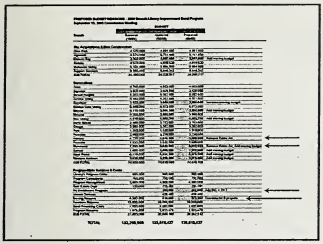






Bond Program Manager's Reports

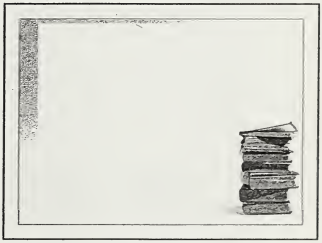
Bond Program Budget Update



Bond Program Budget Update

BLIP Arts Master Plan First Amendment
Judy Moran, Public Art Program

Adjournment

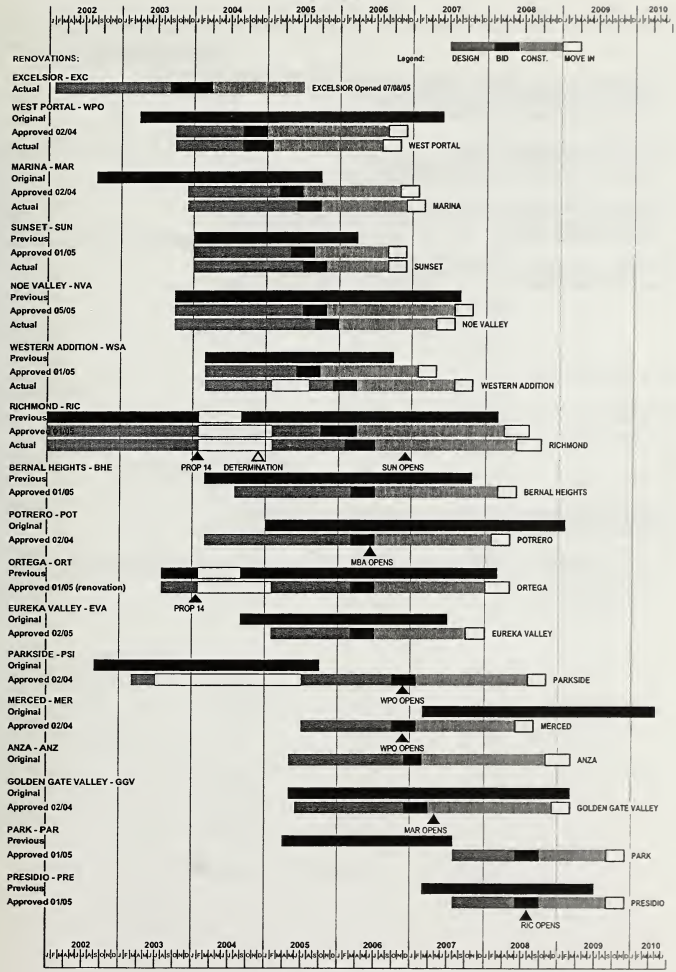


CURRENT BUDGET REPORT-2000 Branch Library Improvement Bond Program
September 15, 2005 Commission Meeting

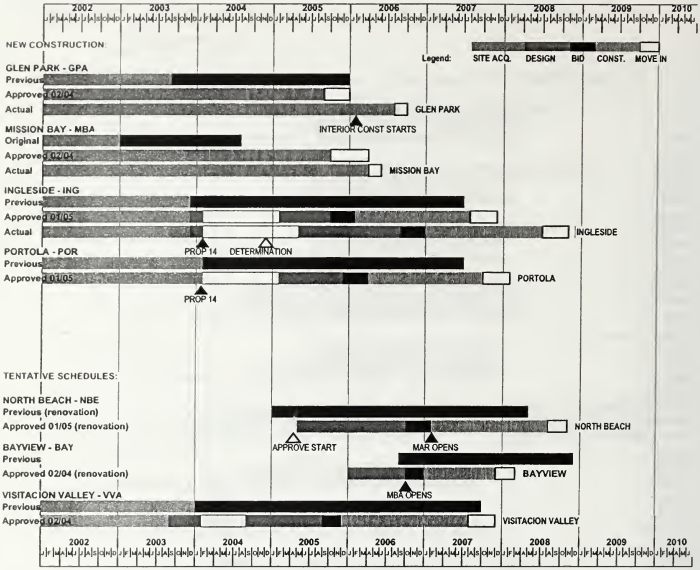
Branch	BUDGET Baseline (10/01)	BUDGET Approved (05/05)	REVENUE City Prop. A Bonds	REVENUE State Prop. 14 Grants	REVENUE Other Funds	REVENUE Total All Sources	EXPENDED / ENCUMBERED Actual 31-Aug-05	EXPENDED / ENCUMBERED New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000	-	200,000 (5)	4,881,000	303,561	11,406
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000	-		3,957,000	3,711,722	15,025
Portola	4,570,000	4,818,520	4,388,000	-	430,520 (5)	4,818,520	1,877,731	1
Visitacion Valley	5,320,000	5,884,500	5,826,500	-	58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	-	70,342 (6)	8,946,342	8,840,124	1,519
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*3,466,578*	*758,862*	*34,239,217*	*19,523,966*	*27,951*
Renovations								
Anza	4,740,000	4,503,000	4,503,000	-		4,503,000		
Bayview	3,820,000	3,629,000	3,629,000	-		3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500	-		5,082,500	188,271	629
Eureka Valley	4,580,000	4,351,000	4,351,000	-		4,351,000	28,539	3,734
Excelsior	3,820,000	3,649,000	3,649,000	-		3,649,000	3,550,225	98,069
Golden Gate Valley	5,340,000	5,073,000	5,073,000	-	-	5,073,000		
Marina	4,110,000	3,904,500	3,904,500	-		3,904,500	608,852	9,968
Merced	4,200,000	3,990,000	3,990,000	-		3,990,000		
Noe Valley	4,410,000	4,862,318	4,862,318	-		4,862,318	798,373	1,143
North Beach	3,460,000	3,763,600	3,287,000	-	476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000	-		3,382,000	128,956	
Park	1,310,000	1,310,000	1,244,500	-	65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000	-		3,236,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500	-		4,018,500	122,370	8,004
Presidio	1,530,000	1,530,000	1,453,500	-	76,500 (5)	1,530,000	136,152	
Richmond	7,630,000	9,022,642	1,137,606	5,485,036	2,400,000 (2)	9,022,642	1,237,230	8,232
Sunset	1,490,000	1,490,000	1,415,500	-	74,500 (5)	1,490,000	282,112	1,467
West Portal	4,110,000	4,554,500	4,554,500	-		4,554,500	3,940,288	23,758
Western Addition	3,430,000	3,258,500	3,258,500	-		3,258,500	261,479	250
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*5,485,036*	*3,093,100*	*74,610,060*	*11,391,250*	*155,254*
Program-Wide Services & Costs								
Library's Program Costs	800,000	800,000	800,000			800,000	703,895	29,816
Program Consultants	750,000	750,000	750,000			750,000	201,950	6,800
Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,654,985	41,421
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		302,000	275,985		26,015 (4)	302,000	169,298	796
Interim Services		438,400	374,415		63,985 (4)	438,400	443,522	
Moving Reserve	4,360,000	410,000			410,000 (4)	410,000		
Furniture Reserve	15,000,000	16,000,000		759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618		899,861 (5) (7)	2,383,479		
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*759,170*	*17,399,861*	*27,978,330*	*3,698,982*	*78,833*
TOTAL	133,265,000	**135,518,437**	105,865,000	9,710,784	21,251,823	**136,827,607**	**34,614,198**	**262,038**

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)
(7) Library Preservation Fund appropriated FY05/06 ($550,000)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



PROPOSED BUDGET REVISIONS - 2000 Branch Library Improvement Bond Program
September 15, 2005 Commission Meeting

Branch	BUDGET Baseline (10/01)	Approved (05/05)	Proposed (09/05)	
Site Acquisitions & New Construction				
Glen Park	4,570,000	4,881,000	4,881,000	
Ingleside	4,570,000	5,751,855	5,751,855	
Mission Bay	3,350,000	**3,957,000**	**3,967,000**	Add moving budget
Portola	4,570,000	4,818,520	4,818,520	
Visitacion Valley	5,320,000	5,884,500	5,884,500	
Support Services	9,080,000	8,946,342	8,946,342	
SUBTOTAL	*31,460,000*	*34,239,217*	*34,249,217*	
Renovations				
Anza	4,740,000	4,503,000	4,503,000	
Bayview	3,820,000	3,629,000	3,629,000	
Bernal Heights	5,350,000	5,082,500	5,082,500	
Eureka Valley	4,580,000	4,351,000	4,351,000	
Excelsior	3,820,000	**3,649,000**	**3,655,648**	Increase moving budget
Golden Gate Valley	5,340,000	5,073,000	5,073,000	
Marina	4,110,000	**3,904,500**	**3,924,500**	Add moving budget
Merced	4,200,000	3,990,000	3,990,000	
Noe Valley	4,410,000	**4,862,318**	**4,882,318**	Add moving budget
North Beach	3,460,000	3,763,600	3,763,600	
Ortega	3,560,000	3,382,000	3,382,000	
Park	1,310,000	1,310,000	1,310,000	
Parkside	2,880,000	3,236,000	3,236,000	
Potrero	4,230,000	**4,018,500**	**3,968,500**	Remove Public Art
Presidio	1,530,000	1,530,000	1,530,000	
Richmond	7,630,000	**9,022,642**	**9,032,642**	Remove Public Art; Add moving budge
Sunset	1,490,000	**1,490,000**	**1,510,000**	Add moving budget
West Portal	4,110,000	**4,554,500**	**4,574,500**	Add moving budget
Western Addition	3,430,000	**3,258,500**	**3,278,500**	Add moving budget
SUBTOTAL	*74,000,000*	*74,610,060*	*74,676,708*	
Program-Wide Services & Costs				
Library's Program Costs	800,000	800,000	800,000	
Program Consultants	750,000	750,000	750,000	
Program Management	3,600,000	4,900,000	4,900,000	
Real Estate Dept	120,000	235,281	235,281	
Art Enrichment Program		**302,000**	**362,000**	Add RIC & POT
Interim Services		438,400	438,400	
Moving Reserve	4,360,000	**410,000**	**273,352**	Decrease for 8 projects
Furniture Reserve	15,000,000	16,000,000	16,000,000	
Bond Financing Costs	1,500,000	1,000,000	1,000,000	
Program Reserve	1,675,000	1,833,479	1,833,479	
SUBTOTAL	*27,805,000*	*26,669,160*	*26,592,512*	
TOTAL	**133,265,000**	**135,518,437**	**135,518,437**	

BRANCH LIBRARY IMPROVEMENT PROGRAM
ART ENRICHMENT MASTER PLAN

The Branch Library Improvement Plan (BLIP) Art Enrichment Master Plan describes the Arts Commission's process for managing the creation and integration of artwork into the new branch libraries scheduled for construction in the Glen Park, Ingleside, Mission Bay, Portola, and Visitacion Valley neighborhoods, and into the expanded and renovated Richmond Library.

Arts Commission staff has consulted with Library staff to establish the parameters and objectives of the BLIP Arts Master Plan. The BLIP Arts Master Plan will:

1. articulate the process to be used to select and approve artists for each of the six libraries;
2. recommend the art enrichment allocation for each branch;
3. describe the mechanism for client and community involvement;
4. identify a range of art opportunities (sites and/ or approaches) specific to each site; and
5. create a cost and time effective process to maximize the amount of art enrichment funds that go directly into the artworks;
6. integrate artwork into the architecture of each branch, whenever feasible, in order to augment the art budget with architectural credits.

The goal of the BLIP Arts Master Plan to is acquire high quality art works of lasting aesthetic value that are appropriate to the library context and which can be easily maintained.

Although specifically adapted for this project, the art enrichment process described below is based on Arts Commission procedures that have proven successful for the development of the City public art collection for many years. This plan is intended as a general guide for the entire process; however certain procedures may need to be adjusted during its implementation to meet varying requirements at each branch.

San Francisco Arts Commission's Public Art Program
San Francisco's Public Art Program, one of the first in the country, was established by City ordinance in 1969. The Art Enrichment Ordinance mandates that 2% of the total construction costs of a wide range of capital improvement projects be allocated for art enrichment, to be managed by the San Francisco Arts Commission.

Since 1969, the Arts Commission has facilitated art enrichment as part of capital improvement projects throughout San Francisco in libraries, hospitals, police and fire stations, parks, courthouses, community centers, playgrounds, plazas, the airport, and other City projects.

All funding for the Public Art Program comes from a percentage of the construction budget for capital improvement projects undertaken by other city departments. The

Public Art Program does not receive general or discretionary funds to create new art projects. The funds allocated for the Public Art Program may not be used for other City projects and expenses, such as social programs.

Funding Allocation
2% of the total eligible construction costs for the six library branches is $302,000. The Art Enrichment ordinance stipulates that 20% of the art enrichment budget ($60,400) be allocated for administrative costs, which include salaries, office expenses, and all other administrative costs directly related to the BLIP Art Enrichment Program. Following the calculation of artist competition costs, panelist honoraria and artist proposal fees, maintenance and other necessary project costs, the Arts Commission has determined that the amount of funds available for artwork expenses at all six branches, including final design, artist fee, fabrication, and installation is $217,985, or approximately $36,227 per branch (see Attachment 1).

Project Background
Public Art Program Director, Jill Manton initiated discussion with Library staff in late 2001 about the development of the BLIP Art Enrichment Program. Ms. Manton recommended the creation of a Branch Library Improvement Program Arts Master Plan which will include a two-tiered artist selection process to allow community panels from each branch to have a direct role in the selection process. The Arts Master Plan also proposes the pooling of art enrichment funds generated by each of the six branches to allow for a more equitable distribution of art money among the six branches. This will insure that branches with smaller construction budgets will receive an adequate allotment for art enrichment

The two–tiered artist selection process will establish a prequalified artist candidate pool of eligible professional artists working in a wide variety of appropriate media selected through an open competition. Community and client panels will select the artist(s) whose approach and medium are most compatible with the architectural and neighborhood characteristics of each branch. This approach allows the Arts Commission to conduct its artist recruitment and outreach through one artist competition instead of publicizing and distributing RFQs for six public competitions. This measure is not only time-efficient, but it will maximize the amount of art enrichment funds being dedicated to the artwork, as opposed to the cost of conducting several competitions.

This process will ensure community participation in the art enrichment process. Arts Commission staff will meet with branch staff and neighborhood residents to identify a range of art opportunities. Community members and staff for each branch will review and select artists from the pre-established artist pool.

Artist Selection Process
Phase I: The Artist Selection Panel
The first phase of the artist selection process has been completed. The prequalified artist candidate pool of 30 artists has been established, pending approval by the Arts Commission. The process that resulted in the creation of this pool is as follows:

1. Request For Qualifications
The Arts Commission distributed a Request for Qualifications (RFQ) (see Attachment 2) inviting professional artists residing in the San Francisco Bay Area with demonstrated experience in mixed media, sculpture, ceramics, functional art, or two-dimensional artwork to apply. The RFQ, which described the project and the application requirements, was distributed through a variety of outlets, including the Arts Commission website, Artweek (a regional arts publication), local newspapers, the Arts Commission mailing lists, local arts agencies, and participating library branches. Arts Commission staff also actively recruited potential candidates whose work was deemed appropriate for the BLIP arts projects.

As stated in the RFQ, applications were reviewed based on the following criteria:
•Artistic excellence and originality as evidenced by representations of past work in slides and other supporting material.
•Appropriateness of the artist's medium, style, and professional experience as they relate to the project goals and setting.
•Experience with projects of similar scope and scale, and/or adequate professional experience to handle the requirements of this project.
•Availability to participate in the design, approval and implementation of the project as required. (This criteria will be assessed during the proposal phase for finalists only.)

2. Artists Selection Panel
Arts Commission staff organized an Artist Selection Panel to meet one time only to review application materials and recommend a pool of artists for the prequalified artist candidate pool. Panelists, who were approved by the Arts Commission, were selected to represent a range of backgrounds and appropriate experience relevant to the BLIP Projects. (See Attachment 3.)

Staff sent copies of the applicants resumes and other materials to the panelists for their review prior to the panel meeting on April 17th. At the meeting, the Arts Commission staff presented applicants' slides of past relevant artwork to the panelists. After an initial screening, the slides were presented again, with panelists discussing the qualifications of each applicant before voting to include or not include them in the artist pool.

The panel concluded with a motion to recommend 30 candidates for the artist pool. (See Attachment 4.)

Phase II: Community Artist Selection Panels
Residents of each neighborhood in which a new or renovated library is sited will be invited to participate in the public art process. Arts Commission staff will establish a community selection panel for each participating branch. Each branch will include three community representatives, the branch librarian, and the branch architect, who will review and recommend three artists from a portion of the pool of pre-qualified candidates to develop proposals for their branch.

1. Establishment of Community Panels
The second phase of the artist selection process, during which an artist will be selected for each branch, is underway for the Glen Park, Mission Bay, and Richmond branches.

Community members will be asked to elect three community representatives to serve on the Community Artist Selection Panel for their neighborhood library. At branch library community meetings, a brief questionnaire (see Attachment 5) which has been tailored for each branch will be distributed to those persons interested in participating on the Community Artist Selection Panels. Library staff will also distribute these questionnaires to the persons on mailing lists for each branch. Those individuals interested in serving on Community Artist Selection Panels must complete and submit the questionnaire to the Arts Commission by a date to be specified for each branch to allow the Commission sufficient time to copy the questionnaires for public distribution at the election which will be held at a follow-up community meeting.

At the follow-up meetings, copies of the questionnaires and a ballot will be distributed to attendees who will be asked to vote anonymously in writing for three candidates of their choosing. Elected panelists will be expected to participate in two to three Community Artist Selection Panel meetings to select the artist for their branch.

2. Branch finalists and proposals
Arts Commission staff will select artists from the prequalified candidate pool who they deem most appropriate for the art opportunities identified at each branch. (Note that art opportunities have been established and are described below for the Glen Park, Mission Bay, and Richmond branches.) Slides and other application materials for each selected candidate will be presented to the Community Artist Selection Panel at each branch. All meetings will be publicly announced and open to the public.

After reviewing and discussing the application materials, the Community Artist Selection Panel for each branch will select three finalists to prepare proposals. Finalists will each be paid $250 to develop preliminary proposals. The proposal procedure will continue with an orientation meeting for the finalists with the branch librarian, the branch architect, and community representatives to provide information about the architectural design, appropriate materials, possible thematic approaches, and other community concerns as appropriate.

Finalists will submit a proposal to include a 20" by 24" display board with a rendering of the preliminary art concept and location, and the materials to be used. Additional proposal materials will include a description of the fabrication process, a preliminary budget and a schedule.

The three proposals for each branch will be displayed in the existing neighborhood library or other appropriate public neighborhood facility for written community feedback. The feedback will be compiled and presented to the community panel, which will meet

again to review the three proposals and recommend a finalist for approval by the Arts Commission. Some branches may have opportunities for more than one artist, although the overall budget for each branch will not be changed to accommodate more than one artwork.

Artists who have been selected and approved for developing artwork for any of the participating library branches will be eliminated from the prequalified artist candidate pool.

Approvals
All artists selected by the Artist Selection Panel and all artwork proposals recommended by each Community Artist Selection Panel must be approved by the Arts Commission. Although by Charter the Arts Commission is responsible for granting final approval for an artwork proposal, the Arts Commission works cooperatively with the client agency in assessing an artwork proposal, and will not grant approval to a proposal that is unacceptable to the client agency.

Arts Commission approval is required at the following points in project development:
1. artist selection panelists;
2. prequalified artist candidate pool;
3. artist preliminary proposal for each branch;
4. final design of the artwork for each branch, completed by the artist after entering into contract with the Arts Commission;
5. installed artwork, and approval to accept the artwork into the Civic Art Collection

Library Commission review:
Arts Commission staff will present the preliminary proposals recommended for implementation by the Community Artist Selection panel for each branch to the Library Commission for review and comment prior to the presentation to the Arts Commission (prior to Step #3).

Artist contract
The approved artist for each branch will enter into contract with the Arts Commission for design development, fabrication and installation of his or her artwork. During design development, the artist will work with the Arts Commission, the branch architect, and library staff to appropriately refine and integrate their proposal into the new or renovated facility. The Arts Commission will coordinate all aspects of installation with the facility's project architect, library representative, and General Contractor.

ADA Accessibility
Artists will be requested to consider programmatic accessibility in the development of their artwork proposals. In addition, a plaque will be installed at each branch with a reference to a notebook containing information in Braille and large type and an audiotape, prepared by the Arts Commission, with additional information about the artwork obtainable in the library. All artwork will be designed to comply with all applicable building codes and laws relative to ADA compliance.

Maintenance
The Arts Commission is responsible for maintaining the artwork, although the maintenance budget is restricted to a designated portion of the percent-for-art funds allocated for this specific project only.

Designated Art Opportunities
To date, the Arts Commission and Library staff have met with the librarians and the architects for the Glen Park, Mission Bay and Richmond branches to explore possible art opportunities. The goal is to integrate the artwork whenever possible into the architecture of the facility in order to maximize the use of architectural credits, thereby extending the existing art allocation. Consideration will also be given to materials that are durable and easily maintained. Art opportunities will be further discussed at branch community meetings. With a limited budget for each branch, it is probable that only one site will be designated for art enrichment, although it may be possible to install small elements at more than one location in the same facility.

Rather than predetermining a specific artwork site for each branch, the Arts Commission will present finalists with a slate of possible art opportunities, such as the lists below. The artists will then develop a proposal for the site, or sites, that they are most interested in using for their designs. The Community Artist Selection Panel, with community feedback on the proposals, will determine which proposal they want to recommend for implementation.

1. Glen Park Mission Bay and Richmond branches
Some preliminary architectural sites and thematic approaches for these three branches have been discussed by Arts Commission and Library staff, and architects, as outlined below.

a. Glen Park
Architectural Sites:
- •Entryway features, such as stair riser elements, stairway handrails, and stairway walls, and the floor of the lobby
- •Windows and west entryway curtain wall
- •Skylights
- •Elevator cladding
- •Shelf end panels
- •Circulation desk

b. Mission Bay
Architectural Sites:
- •Entryway lobby
- •Curtainwall
- •Hanging sculpture in 25 foot high reading room
- •Woven vinyl shades covering curtain walls
- •Skylight above children's area, other skylights

•Screen or grill across garden entryway (not accessible)
•Concrete columns within the interior

Suggested theme:

•Nautical

(Due to the current late stage of design development of the Mission Bay branch, opportunities for integrating the artwork into the architecture of this facility will be limited.)

c. Richmond

Architectural Sites:

•Wall space in existing main reading room
•Entryway
•Landscaping elements, including seating and walkways
•Lighting at the entryway and on exterior of building
•New interior structural posts downstairs
•Fencing
•New stairway

Suggested theme:

•Cultural diversity of the neighborhood
•History of the Richmond District

2. Ingleside, Portola and Richmond

The art enrichment opportunities for these three branches will be explored in the early Fall of 2002 with branch librarians, architects, and community representatives. Maximum integration of artwork into the architecture of these three new branch libraries is possible because artists will be selected and under contract prior to design development.

SAN FRANCISCO ARTS COMMISSION
25 VAN NESS AVE. SUITE 240, SAN FRANCISCO CA 94102

BRANCH LIBRARY IMPROVEMENT ARTS MASTER PLAN
FIRST AMENDMENT

Background
The San Francisco Public Library began a major capital improvement project in 2001 to upgrade the condition all of its branches, including the replacement of four facilities in Glen Park, Ingleside, Portola and Visitacion Valley, building a new library in Mission Bay, and substantially renovating the Richmond branch. The ambitious citywide project is funded primarily by bond funds approved by San Francisco voters in 2000.

Arts Commission staff worked with Library staff in 2001 to develop an Arts Master Plan for expenditure of the Art Enrichment funds generated by the five new facilities and the renovated Richmond branch, for which the original allocation for the six eligible branches was $302,000. The BLIP Arts Master Plan included a two-tiered artist selection process to allow community panels from each branch to have a direct role in the selection process. The Arts Master Plan also proposes the pooling of art enrichment funds generated by each of the six branches to allow for a more equitable distribution of art money among the six branches, and to insure that branches with smaller construction budgets will receive an adequate allotment for art enrichment

The two–tiered artist selection process included the establishment of a prequalified artist candidate pool of eligible professional artists working in a wide variety of appropriate media selected through an open competition. For the second tier, community and client panels then select the artist(s) whose approach and medium are most compatible with the architectural and neighborhood characteristics associated with each branch. This process ensures maximum community participation in the art enrichment process.

Reason for Amended Arts Master Plan
Due to a recent budget increase for the renovation of the Richmond Branch Library, and a determination that the renovation to the Potrero Library is substantial enough to qualify for art enrichment for that branch, the overall Branch Library Improvement Project (BLIP) Art Enrichment budget will be increased by approximately $60,000 (final amount subject to confirmation), for a total BLIP Art Enrichment budget of approximately $362,000.

Allocation of the $60,000 increase:
1. **Administrative allocation**: 20% of the new allocation of $60,000 is allocated for administrative costs associated with the BLIP Art Enrichment Program, to total $12,000, as designated by administrative code.

2. **Maintenance allocation**: Of the $48,000 remaining art budget amount, 5%, or $2,400, is allocated for maintenance costs, also as designated by administrative code.

3. **Potrero Branch and Richmond Branch artwork budgets**: The BLIP Master Plan, approved by the Arts Commission and the Library Commission in 2002, designates $36,000 for artwork for each of the participating six branches that were determined to qualify at the time, among other expenses. As the Potrero Branch Library will be the seventh branch included in the BLIP Art Enrichment Program, Arts Commission staff recommends that the budget for this additional artwork also be $36,000. In addition, the budget for the Richmond Branch Library will remain at $36,000.

4. **Additional Potrero artist selection expenses**: In addition, approximately $1,500 will be required to cover the costs of an additional community based artist selection process for the Potrero Branch Library, to include the costs of honoraria for the three neighborhood representatives for their participation at three meetings, a fee for three semifinalist artists to develop presentation materials for public display, and community outreach for a series of community and panel meetings.

5. **Remaining budget amount**: **$8,100**

Staff recommendations:
Budget: Arts Commission staff recommends that the remaining $8,100 of the additional $60,000 be set aside as a contingency budget during artist selection, design, fabrication and installation of the artworks, scheduled to continue into 2008. This increased contingency amount will give the Arts Commission an additional cushion to keep each project moving forward as designed and approved, in a timely manner.

Staff recommends that any of these contingency funds remaining after the installation of the seven library art projects be spent at an appropriate library site, as part of the amended BLIP Arts Master Plan. Eligible branches for art enrichment are those that are covered by the bond funds designated for BLIP. Staff also recommends that the Library be responsible for determining the branch or branches that will receive art enrichment from any such remaining contingency funds, with Arts Commission approval of the specific artwork(s), as required by city administrative code. Any expenditure of art enrichment funds must comply with the restrictions of both the Art Enrichment Ordinance and the funding source.

2. Artist Pool: The Arts Commission, as part of its 2005 Artist Pool competition for new Arts Commission public art projects, facilitated an extended outreach to the Potrero and Visitacion Valley neighborhoods for artist applications. In addition to the original BLIP Prequalified Artist Pool as described in the BLIP Artist Master Plan, staff will select several additional artists whose artwork is deemed appropriate from the 2005 Prequalified Artist Pool to present to each of these two community artist selection panels for consideration.

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT

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SAN FRANCISCO
PUBLIC LIBRARY

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Ls Herrera
Librarian

Michael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, September 15, 2005.
(As approved October 20, 2005)

The San Francisco Public Library Commission held a regular meeting on Thursday, September 15, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:09 pm.

Commissioners present: Bautista, Chin, Coulter, Higueras, Kane, and Strobin.
A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: spoke in opposition to the Friends of the Library, wondered at the significance of Deputy City Attorney Varah's presence, and commented on Library Commission history.

Ms. Rona Sammler, Friends of the Library Board member: called attention to the support provided for Library programs and services by the Friends of the Library; and reminded everyone to attend the Friends annual "Big Book Sale" benefiting the Library.

Mr. Peter Warfield spoke about: the Library's recent formal receipt of Proposition 14 (Sate Library Bond Act) funds for the Richmond and Ingleside Branch Libraries; and noted the importance to the general welfare of public libraries as public spaces.

Ms. Donna Bero, Friends of the Library Executive Director: reported California's State Treasurer Phil Angelides presided at the ceremonial transfer of the Prop. 14 grant funds at the Richmond Branch Library and that State Assemblyman Leno and District 1 Supervisor Jake McGoldrick and students from the neighboring McCoppin School participated in the festivities. Ms. Bero reported on assistance that the Friends were providing to the victims of Hurricane Katrina. Ms. Bero also invited everyone to attend the 2005 Big Book Sale" beginning Wednesday September 30 through Sunday October 2nd at Fort Mason.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

An anonymous member of the public commented: that these minutes were distorted and misrepresented statements made; and noted that reasons why the "Public Comment Fund" had been created were not reported, nor were Commissioners' remarks about making contributions to the "Public Comment" Fund.

Mr. Peter Warfield: said his comments in these Minutes were inaccurately reported, citing his reported comments regarding Library use of RFID, and said other speakers, including the Deputy City Attorney, were not accurately reflected as well. Mr. Warfield noted that members of the public had not been invited to attend an "open House" held at the Library Support

Services Center at 190-9th Street reported on by the City Librarian and suggested public tours be arranged.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

Vice President Coulter suggested that the minutes be amended to reflect Mr. Warfield's assertion that he had not said as reported that "all Library use of RFID was bad" to read "not all Library use of RFID was bad".

MOTION: by Commissioner Chin, 2nd Commissioner Strobin for approval of the Minutes of the regular Public Library Commission meeting of August 18, 2005 as amended.

ACTION: 6-0 AYE (Bautista, Chin, Coulter, Higueras, Kane, and Strobin)

AGENDA ITEM #3 BLIP MANAGER'S REPORT

Branch Library Improvement Program Manager Marilyn Thompson presented her usual three part monthly reports on: BLIP Schedule; Budget; and Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $34,614,198 in Bond Program Funds as of this month.

The BLIP Program Administrator noted there would be no informational report presented this month. Ms. Thompson then presented details of the staff's response to the Portola Branch Library and the Potrero Branch Library Peer Review noting changes made or explaining why some recommendations of the Peer Panelists were not accepted.

Commissioner Gomez joined the meeting at 4:56pm.

Public comment on AGENDA ITEM #3 AGENDA ITEM #3 BLIP MANAGER'S REPORT

An anonymous member of the public spoke about: the improved readability of BLIP Report documents; concerning their difficulty in identifying what was pictured in Report; discussed the Library's response to a neighbor's about a BLIP project positing creation of a "construction complaints" fund; and noted their attendance at the Richmond Branch event..

Ms. Jane Fahey, a regular Potrero Branch Library user, expressed: happiness at the renovation of the Branch; and discussed the importance of addressing ergonomic issues for Library staff during renovations.

Mr. Peter Warfield commented that the Report documents were difficult to read; noted a lack of labels on the photographs presented; recommended that the report be expanded and the Peer Panelist come back to react to the staff response; and urged that the Commissioners not make decisions without more detailed information.

Mr. Chet Roaman, Potrero Branch Library Representative on the Council of Neighborhood Libraries (CNL) noted: the revised design was an improvement; but there was need for more space in the Branch suggesting need for additional modifications.

Commission discussion of AGENDA ITEM #3 BLIP MANAGER'S REPORT

President Higueras suggested use of descriptive captions with any photographs presented in future reports.

Vice President Coulter applauded improvements in the proposed design of the Portola Branch Library and noted that his suggestion concerning use of flag poles was as a means to distinguish the new facility's civic function in the largely residential neighborhood, and that it would be useful if every branch had such distinguishing flag poles. In response to Vice President Coulter's query regarding the status of the relocation of the City College Preschool Program using space at the Bernal Heights Branch Library, City Librarian Herrera reported that the Preschool would relocate to space in the neighboring Paul Revere Elementary School. The City Librarian noted that serious and active negotiations were underway between the San Francisco Unified School District and City College of San Francisco to resolve details of the move. The City Librarian also reported that the Library's timeline for renovation of the branch would be delayed in order to facilitate the Preschool's move to the Revere School location. Vice President Coulter requested that details of this status report be included in the meeting's minutes.

Vice President Coulter recommended including Peer Panelists' comments with the report of the response made to them. The Commission Vice President next addressed the question that given renovation cost estimates for the Potrero Branch Library should consideration of its being torn down and replaced with a new facility instead be given. In response the BLIP Manager reported that replacement of the facility would require significantly greater funds than those budgeted for this project and that doing a replacement would trigger challenging planning issues that a renovation project did not. Vice President Coulter remained unsatisfied with the proposed designs and suggested that given the significant funds being expended it might be worth the effort to take on any Planning Department issues and get the best possible new facility for the money spent.

President Higueras noted that there were a lot of activities being squeezed into too small a space at this branch and noted that the neighborhood had a reasonable expectation that after their branch library was renovated it would be better than before. President Higueras noted unused space in the building's basement and suggested consideration of use of some of it. President Higueras also acknowledged that the cost of this renovation suggested that a replacement option be at least consider especially as the proposed designs were unsatisfactory. Ms. Thompson noted that this situation was not unique citing similar questions regarding the renovation of the North Beach Branch Library; and that obtaining Planning variances would certainly be very time consuming and thus costly to undertake. President Higueras requested that this proposal be brought back to the Commission for further discussion and suggested that steps be taken to re-engage with the neighborhood to determine what the community wanted.

AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

Branch Library Improvement Program Manager Marilyn Thompson outlined the changes in the eight BLIP project budgets made to fully reflect the real costs of moving. Ms. Thompson then introduced Ms. Judy Moran, Arts Commission Public Art Program Administrator, who informed the Library Commissioners of the details of the Arts Commission's revisions to the Branch Library Improvement Program Arts Master Plan

reflecting as mandated by law that increased funding available due to increases in project budgets.

Public comment on AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

An anonymous member of the public discussed: the existence of explanatory documents not listed on the meeting's agenda; observed that left no time for members of the public to study them; and suggested that there should be a full and deliberate review before action was taken; and said that most Planning issue changes took place without controversy.

Mr. Peter Warfield expressed disappointment that explanatory materials were not available in advance; suggested that there were many unanswered questions; and recommended that no action be taken.

Commission discussion of AGENDA ITEM #4 BOND PROGRAM BUDGET UPDATE

President Higueras noted that that it would have been useful if the Art Enrichment Master Plan documents had been dated. Responding to Commissioners' questions Arts Commission representative Judy Moran reported that these were the first and only amendments to the Branch Library Improvement Program Art Enrichment Master Plan. In response to a query, BLIP Manager Marilyn Thompson informed Commissioner Kane changes to the Branch Library Improvement Program Art Enrichment Master Plan were triggered by increases in the budgets of several projects

MOTION: by Commissioner Bautista, 2nd Vice President Coulter for approval of the proposed revision to the Branch Library Improvement Program Budget.

Commissioner Gomez called attention to a potential conflict-of-interest should she vote on this issue and it was proposed she be recused from voting on this matter upon the advice of Deputy City Attorney Adine Varah.

MOTION: by Vice President Coulter, 2nd Commissioner Bautista to recuse Commission Gomez from voting on this matter in order to avoid any potential conflict of interest should she vote on this matter.

ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

On the motion to approve the proposed Branch Library Improvement Program (BLIP) Budget revisions.

ACTION: AYE 5-0 (Bautista, Chin, Coulter, Higueras, and Kane)
Recused 1 – (Gomez)

AGENDA ITEM #5 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Chin to adjourn the regular September 15, 2005 Public Library Commission meeting.

ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

The Commission meeting adjourned at 5:57pm.

Michael Housh, Commission Secretary 10/21/05

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

vin Newsom
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arles A. Higueras, A.I.A.
esident

even A. Coulter
ce President

len Marte Bautista
nnie K. Chin
velle Gomez
rry Kane
eborah Strobin
mmissioners

is Herrera
ty Librarian

ichael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, September 15, 2005.
(As approved October 20, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, September 15, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:09 pm.

Commissioners present: Bautista, Chin, Coulter, Higueras, Kane, and Strobin.
A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: spoke in opposition to the Friends of the Library, wondered at the significance of Deputy City Attorney Varah's presence, and commented on Library Commission history.

Ms. Rona Sammler, Friends of the Library Board member: called attention to the support provided for Library programs and services by the Friends of the Library; and reminded everyone to attend the Friends annual "Big Book Sale" benefiting the Library.

Mr. Peter Warfield spoke about: the Library's recent formal receipt of Proposition 14 (Sate Library Bond Act) funds for the Richmond and Ingleside Branch Libraries; and noted the importance to the general welfare of public libraries as public spaces.

Ms. Donna Bero, Friends of the Library Executive Director: reported California's State Treasurer Phil Angelides presided at the ceremonial transfer of the Prop. 14 grant funds at the Richmond Branch Library and that State Assemblyman Leno and District 1 Supervisor Jake McGoldrick and students from the neighboring McCoppin School participated in the festivities. Ms. Bero reported on assistance that the Friends were providing to the victims of Hurricane Katrina. Ms. Bero also invited everyone to attend the 2005 Big Book Sale" beginning Wednesday September 30 through Sunday October 2nd at Fort Mason.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

An anonymous member of the public commented: that these minutes were distorted and misrepresented statements made; and noted that reasons why the "Public Comment Fund" had been created were not reported, nor were Commissioners' remarks about making contributions to the "Public Comment" Fund.

Mr. Peter Warfield: said his comments in these Minutes were inaccurately reported, citing his reported comments regarding Library use of RFID, and said other speakers, including the Deputy City Attorney, were not accurately reflected as well. Mr. Warfield noted that members of the public had not been invited to attend an "open House" held at the Library Support

Services Center at 190-9th Street reported on by the City Librarian and suggested public tours be arranged.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF AUGUST 18, 2005

Vice President Coulter suggested that the minutes be amended to reflect Mr. Warfield's assertion that he had not said as reported that "all Library use of RFID was bad" to read "not all Library use of RFID was bad".

MOTION: by Commissioner Chin, 2nd Commissioner Strobin for approval of the Minutes of the regular Public Library Commission meeting of August 18, 2005 as amended.

ACTION: 6-0 AYE (Bautista, Chin, Coulter, Higueras, Kane, and Strobin)

AGENDA ITEM #3 BLIP MANAGER'S REPORT

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Commissioner Gomez called attention to a potential conflict-of-interest should she vote on this issue and it was proposed she be recused from voting on this matter upon the advice of Deputy City Attorney Adine Varah.

MOTION: by Vice President Coulter, 2nd Commissioner Bautista to recuse Commission Gomez from voting on this matter in order to avoid any potential conflict of interest should she vote on this matter.

ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

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ACTION: AYE 6-0 (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

The Commission meeting adjourned at 5:57pm.

Michael Housh, Commission Secretary 10/21/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's Report slides
BLIP Program Budget, Schedule, and Construction Reports,
Branch Library Improvement Program (BLIP) Budget Revisions 9-15-05
Branch Library Improvement Program Art Enrichment Master Plan
Branch Library Improvement Program Art Enrichment Master Plan,
First Amendment

Minutes of the Library Commission Meeting September 15, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

Library Commission
September 15, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 NVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, INBE, GPA, PAR, PRE, SUN, updated revenues from Prop 14
05-05-05 NVA increased up to $672,818
TODAY changes proposed in next agenda item

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases I-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase - Budget
  - Actual Schedule added
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Design Development Phase
  - Peer Review response
  - Civic Design Review Phase I

Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Construction Contract Awarded
  - Branch closed 9/2
  - Civic Design Review
  - Permit Imminent
  - Interim Services

Active Projects Reports
Renovations

- Sunset
  - Construction Contract awarded
  - Closing 9/23
  - Closing party 9/10
  - Permit approval
  - Interim Services
- Noe Valley
  - Bids due 10/12
  - Community meeting
  - Interim Services
- Western Addition
  - Construction Document Phase
  - Interim Services

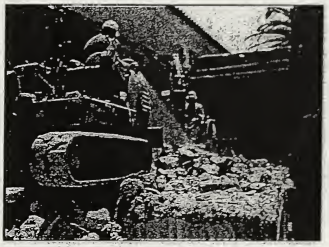
Active Projects Reports
Renovations

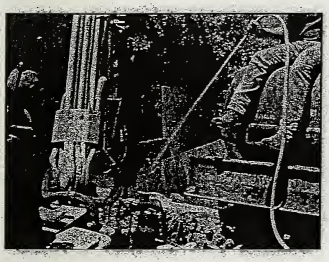
- Richmond
  - Construction Document Phase
  - DD approved by State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response
  - Civic Design Review
  - Preparing submittal for Variance

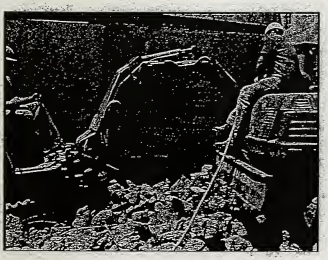
Active Projects Reports
Renovations

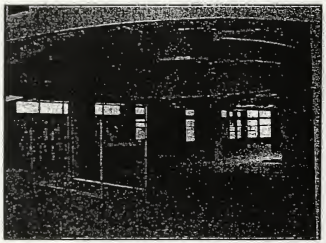
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase
- Other
  - 3rd Series Bond Issue
  - LPF Appropriation FY05/06
  - Budget Models

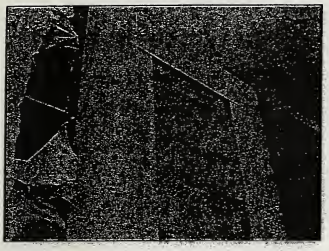
Construction Reports

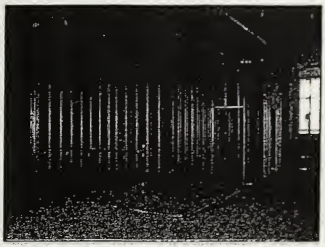


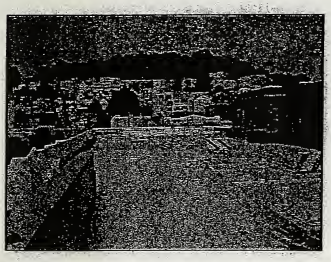






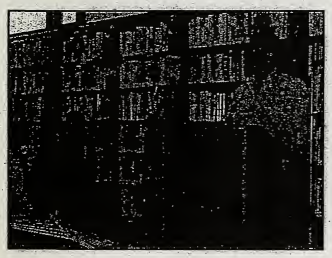


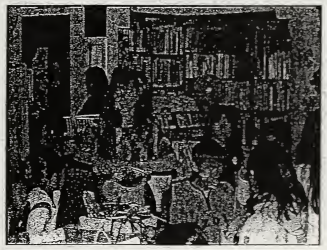




Community Outreach Update

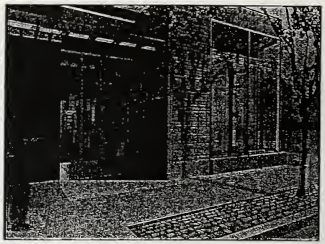
- BLIP events:
  - 9/15 Proposition 14 Check Presentation
  - 9/20 Glen Park Public Art Meeting
- Library events and / or presence:
  - 9/18 San Bruno Street Fair (Portola)
  - 9/24 Westwood Park Association Picnic (Ingleside)
  - 9/24 Sunset Community Festival
  - 10/15 Potrero Neighborhood House Festival
  - 10/16 Bernal Heights Fiesta on the Hill
  - 10/18 Potrero Author Reception
  - 10/22 Potrero History Night
  - 10/22 Noe Valley Harvest Festival
- Related Boards/Commissions:
  - 9/19 Civic Design Review (MAR, POR, POT)
- Other Outreach:
  - Website
  - Bulletin Board – Sixth Floor

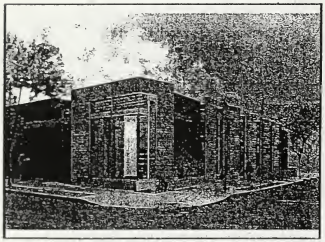


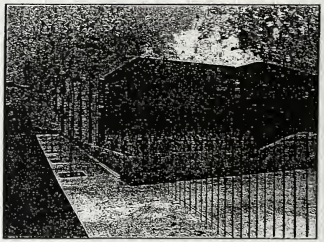


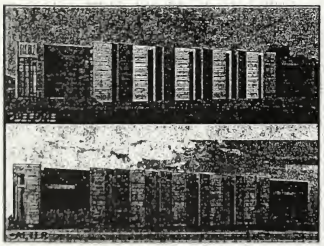
Special Reports

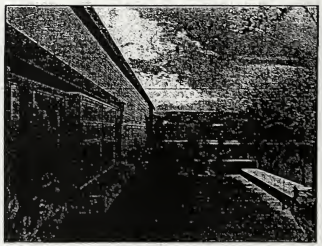
Peer Review Response
Portola Branch Library

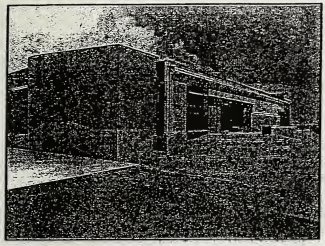


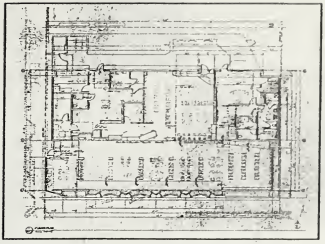












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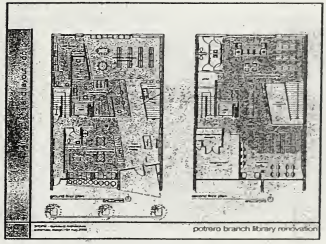
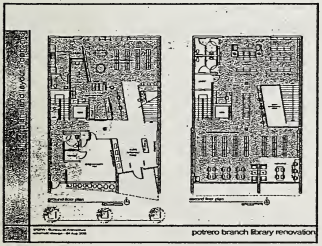
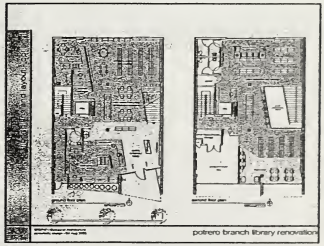
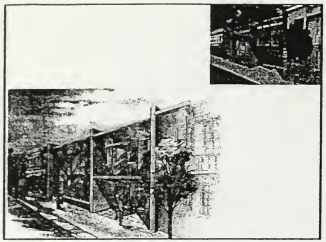
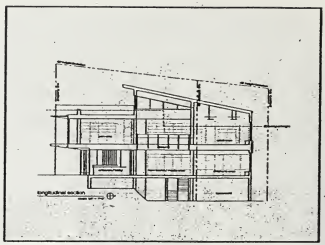
Potrero Branch Library

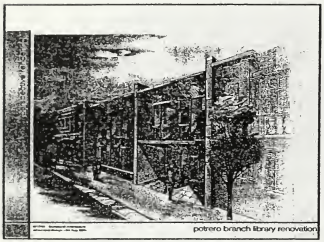


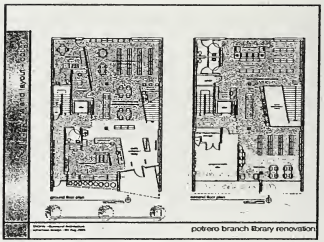


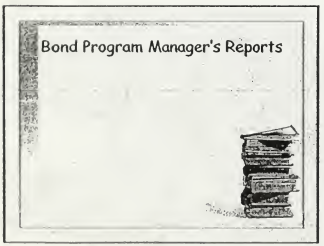


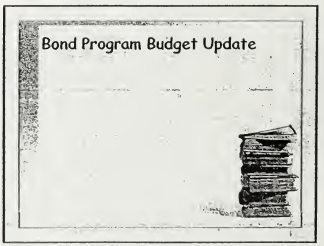


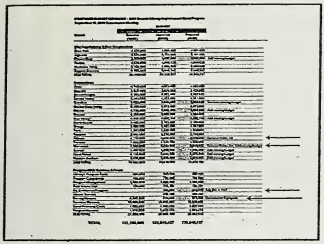



potrero branch library renovation


potrero branch library renovation


Bond Program Manager's Reports

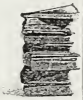

Bond Program Budget Update



Bond Program Budget Update

BLIP Arts Master Plan First Amendment
Judy Moran, Public Art Program

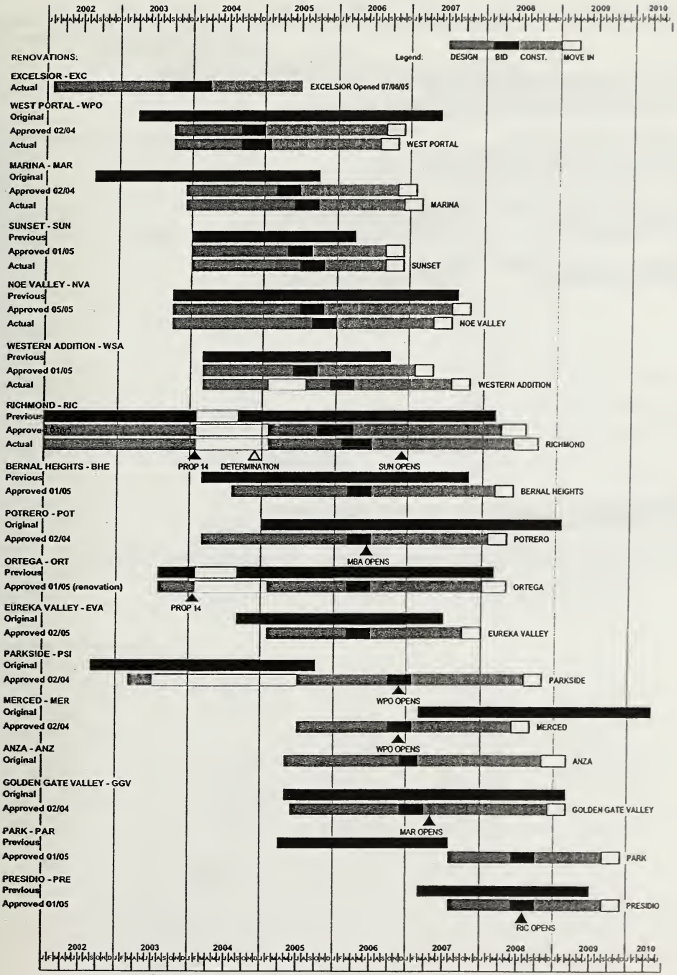
Adjournment



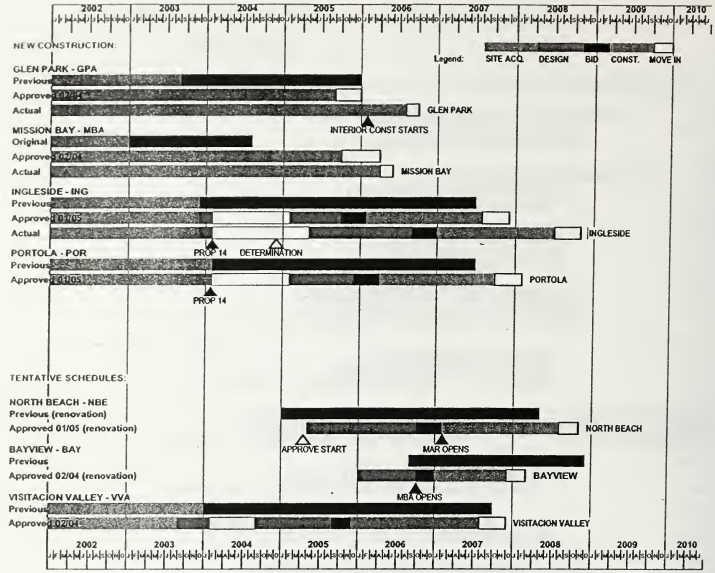
Branch	BUDGET		REVENUE				EXPENDED / ENCUMBERED	
	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 31-Aug-05	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000	-	200,000 (5)	4,881,000	303,561	11,406
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000	-		3,957,000	3,711,722	15,025
Portola	4,570,000	4,818,520	4,388,000	-	430,520 (5)	4,818,520	1,877,731	1
Visitacion Valley	5,320,000	5,884,500	5,826,500	-	58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	-	70,342 (6)	8,946,342	8,840,124	1,519
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*3,466,578*	*758,862*	*34,239,217*	*19,523,966*	*27,951*
Renovations								
Anza	4,740,000	4,503,000	4,503,000	-		4,503,000		
Bayview	3,820,000	3,629,000	3,629,000	-		3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500	-		5,082,500	188,271	629
Eureka Valley	4,580,000	4,351,000	4,351,000	-		4,351,000	28,539	3,734
Excelsior	3,820,000	3,649,000	3,649,000	-		3,649,000	3,550,225	98,069
Golden Gate Valley	5,340,000	5,073,000	5,073,000	-	-	5,073,000		
Marina	4,110,000	3,904,500	3,904,500	-		3,904,500	608,852	9,968
Merced	4,200,000	3,990,000	3,990,000	-		3,990,000		
Noe Valley	4,410,000	4,862,318	4,862,318	-		4,862,318	798,373	1,143
North Beach	3,460,000	3,763,600	3,287,000	-	476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000	-		3,382,000	128,956	
Park	1,310,000	1,310,000	1,244,500	-	65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000	-		3,236,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500	-		4,018,500	122,370	8,004
Presidio	1,530,000	1,530,000	1,453,500	-	76,500 (5)	1,530,000	136,152	
Richmond	7,630,000	9,022,642	1,137,606	5,485,036	2,400,000 (2)	9,022,642	1,237,230	8,232
Sunset	1,490,000	1,490,000	1,415,500	-	74,500 (5)	1,490,000	282,112	1,467
West Portal	4,110,000	4,554,500	4,554,500	-		4,554,500	3,940,288	23,758
Western Addition	3,430,000	3,258,500	3,258,500	-		3,258,500	261,479	250
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*5,485,036*	*3,093,100*	*74,610,060*	*11,391,250*	*155,254*
Program-Wide Services & Costs								
Library's Program Costs	800,000	800,000	800,000			800,000	703,895	29,816
Program Consultants	750,000	750,000	750,000			750,000	201,950	6,800
Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,654,985	41,421
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		302,000	275,985		26,015 (4)	302,000	169,298	796
Interim Services		438,400	374,415		63,985 (4)	438,400	443,522	
Moving Reserve	4,380,000	410,000			410,000 (4)	410,000		
Furniture Reserve	15,000,000	18,000,000		759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618		899,861 (5) (7)	2,383,479		
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*759,170*	*17,399,861*	*27,978,330*	*3,698,982*	*78,833*
TOTAL	133,265,000	135,518,437	105,865,000	9,710,784	21,251,823	136,827,607	34,614,198	262,038

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)
(7) Library Preservation Fund appropriated FY05/06 ($550,000)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



PROPOSED BUDGET REVISIONS - 2000 Branch Library Improvement Bond Program
September 15, 2005 Commission Meeting

Branch	BUDGET Baseline (10/01)	Approved (05/05)	Proposed (09/05)	
Site Acquisitions & New Construction				
Glen Park	4,570,000	4,881,000	4,881,000	
Ingleside	4,570,000	5,751,855	5,751,855	
Mission Bay	3,350,000	**3,957,000**	**3,967,000**	Add moving budget
Portola	4,570,000	4,818,520	4,818,520	
Visitacion Valley	5,320,000	5,884,500	5,884,500	
Support Services	9,080,000	8,946,342	8,946,342	
SUBTOTAL	*31,460,000*	*34,239,217*	*34,249,217*	
Renovations				
Anza	4,740,000	4,503,000	4,503,000	
Bayview	3,820,000	3,629,000	3,629,000	
Bernal Heights	5,350,000	5,082,500	5,082,500	
Eureka Valley	4,580,000	4,351,000	4,351,000	
Excelsior	3,820,000	**3,649,000**	**3,655,648**	Increase moving budget
Golden Gate Valley	5,340,000	5,073,000	5,073,000	
Marina	4,110,000	**3,904,500**	**3,924,500**	Add moving budget
Merced	4,200,000	3,990,000	3,990,000	
Noe Valley	4,410,000	**4,862,318**	**4,882,318**	Add moving budget
North Beach	3,460,000	3,763,600	3,763,600	
Ortega	3,560,000	3,382,000	3,382,000	
Park	1,310,000	1,310,000	1,310,000	
Parkside	2,880,000	3,236,000	3,236,000	
Potrero	4,230,000	**4,018,500**	**3,968,500**	Remove Public Art
Presidio	1,530,000	1,530,000	1,530,000	
Richmond	7,630,000	**9,022,642**	**9,032,642**	Remove Public Art; Add moving budget
Sunset	1,490,000	**1,490,000**	**1,510,000**	Add moving budget
West Portal	4,110,000	**4,554,500**	**4,574,500**	Add moving budget
Western Addition	3,430,000	**3,258,500**	**3,278,500**	Add moving budget
SUBTOTAL	*74,000,000*	*74,610,060*	*74,676,708*	
Program-Wide Services & Costs				
Library's Program Costs	800,000	800,000	800,000	
Program Consultants	750,000	750,000	750,000	
Program Management	3,600,000	4,900,000	4,900,000	
Real Estate Dept	120,000	235,281	235,281	
Art Enrichment Program		**302,000**	**362,000**	Add RIC & POT
Interim Services		438,400	438,400	
Moving Reserve	4,360,000	**410,000**	**273,352**	Decrease for 8 projects
Furniture Reserve	15,000,000	16,000,000	16,000,000	
Bond Financing Costs	1,500,000	1,000,000	1,000,000	
Program Reserve	1,675,000	1,833,479	1,833,479	
SUBTOTAL	*27,805,000*	*26,669,160*	*26,592,512*	
TOTAL	**133,265,000**	**135,518,437**	**135,518,437**	

BRANCH LIBRARY IMPROVEMENT PROGRAM
ART ENRICHMENT MASTER PLAN

The Branch Library Improvement Plan (BLIP) Art Enrichment Master Plan describes the Arts Commission's process for managing the creation and integration of artwork into the new branch libraries scheduled for construction in the Glen Park, Ingleside, Mission Bay, Portola, and Visitacion Valley neighborhoods, and into the expanded and renovated Richmond Library.

Arts Commission staff has consulted with Library staff to establish the parameters and objectives of the BLIP Arts Master Plan. The BLIP Arts Master Plan will:

1. articulate the process to be used to select and approve artists for each of the six libraries;
2. recommend the art enrichment allocation for each branch;
3. describe the mechanism for client and community involvement;
4. identify a range of art opportunities (sites and/ or approaches) specific to each site; and
5. create a cost and time effective process to maximize the amount of art enrichment funds that go directly into the artworks;
6. integrate artwork into the architecture of each branch, whenever feasible, in order to augment the art budget with architectural credits.

The goal of the BLIP Arts Master Plan to is acquire high quality art works of lasting aesthetic value that are appropriate to the library context and which can be easily maintained.

Although specifically adapted for this project, the art enrichment process described below is based on Arts Commission procedures that have proven successful for the development of the City public art collection for many years. This plan is intended as a general guide for the entire process; however certain procedures may need to be adjusted during its implementation to meet varying requirements at each branch.

San Francisco Arts Commission's Public Art Program
San Francisco's Public Art Program, one of the first in the country, was established by City ordinance in 1969. The Art Enrichment Ordinance mandates that 2% of the total construction costs of a wide range of capital improvement projects be allocated for art enrichment, to be managed by the San Francisco Arts Commission.

Since 1969, the Arts Commission has facilitated art enrichment as part of capital improvement projects throughout San Francisco in libraries, hospitals, police and fire stations, parks, courthouses, community centers, playgrounds, plazas, the airport, and other City projects.

All funding for the Public Art Program comes from a percentage of the construction budget for capital improvement projects undertaken by other city departments. The

Public Art Program does not receive general or discretionary funds to create new art projects. The funds allocated for the Public Art Program may not be used for other City projects and expenses, such as social programs.

Funding Allocation
2% of the total eligible construction costs for the six library branches is $302,000. The Art Enrichment ordinance stipulates that 20% of the art enrichment budget ($60,400) be allocated for administrative costs, which include salaries, office expenses, and all other administrative costs directly related to the BLIP Art Enrichment Program. Following the calculation of artist competition costs, panelist honoraria and artist proposal fees, maintenance and other necessary project costs, the Arts Commission has determined that the amount of funds available for artwork expenses at all six branches, including final design, artist fee, fabrication, and installation is $217,985, or approximately $36,227 per branch (see Attachment 1).

Project Background
Public Art Program Director, Jill Manton initiated discussion with Library staff in late 2001 about the development of the BLIP Art Enrichment Program. Ms. Manton recommended the creation of a Branch Library Improvement Program Arts Master Plan which will include a two-tiered artist selection process to allow community panels from each branch to have a direct role in the selection process. The Arts Master Plan also proposes the pooling of art enrichment funds generated by each of the six branches to allow for a more equitable distribution of art money among the six branches. This will insure that branches with smaller construction budgets will receive an adequate allotment for art enrichment

The two-tiered artist selection process will establish a prequalified artist candidate pool of eligible professional artists working in a wide variety of appropriate media selected through an open competition. Community and client panels will select the artist(s) whose approach and medium are most compatible with the architectural and neighborhood characteristics of each branch. This approach allows the Arts Commission to conduct its artist recruitment and outreach through one artist competition instead of publicizing and distributing RFQs for six public competitions. This measure is not only time-efficient, but it will maximize the amount of art enrichment funds being dedicated to the artwork, as opposed to the cost of conducting several competitions.

This process will ensure community participation in the art enrichment process. Arts Commission staff will meet with branch staff and neighborhood residents to identify a range of art opportunities. Community members and staff for each branch will review and select artists from the pre-established artist pool.

Artist Selection Process
Phase I: The Artist Selection Panel
The first phase of the artist selection process has been completed. The prequalified artist candidate pool of 30 artists has been established, pending approval by the Arts Commission. The process that resulted in the creation of this pool is as follows:

1. Request For Qualifications
The Arts Commission distributed a Request for Qualifications (RFQ) (see Attachment 2) inviting professional artists residing in the San Francisco Bay Area with demonstrated experience in mixed media, sculpture, ceramics, functional art, or two-dimensional artwork to apply. The RFQ, which described the project and the application requirements, was distributed through a variety of outlets, including the Arts Commission website, Artweek (a regional arts publication), local newspapers, the Arts Commission mailing lists, local arts agencies, and participating library branches. Arts Commission staff also actively recruited potential candidates whose work was deemed appropriate for the BLIP arts projects.

As stated in the RFQ, applications were reviewed based on the following criteria:
•Artistic excellence and originality as evidenced by representations of past work in slides and other supporting material.
•Appropriateness of the artist's medium, style, and professional experience as they relate to the project goals and setting.
•Experience with projects of similar scope and scale, and/or adequate professional experience to handle the requirements of this project.
•Availability to participate in the design, approval and implementation of the project as required. (This criteria will be assessed during the proposal phase for finalists only.)

2. Artists Selection Panel
Arts Commission staff organized an Artist Selection Panel to meet one time only to review application materials and recommend a pool of artists for the prequalified artist candidate pool. Panelists, who were approved by the Arts Commission, were selected to represent a range of backgrounds and appropriate experience relevant to the BLIP Projects. (See Attachment 3.)

Staff sent copies of the applicants resumes and other materials to the panelists for their review prior to the panel meeting on April 17th. At the meeting, the Arts Commission staff presented applicants' slides of past relevant artwork to the panelists. After an initial screening, the slides were presented again, with panelists discussing the qualifications of each applicant before voting to include or not include them in the artist pool.

The panel concluded with a motion to recommend 30 candidates for the artist pool. (See Attachment 4.)

Phase II: Community Artist Selection Panels
Residents of each neighborhood in which a new or renovated library is sited will be invited to participate in the public art process. Arts Commission staff will establish a community selection panel for each participating branch. Each branch will include three community representatives, the branch librarian, and the branch architect, who will review and recommend three artists from a portion of the pool of pre-qualified candidates to develop proposals for their branch.

1. Establishment of Community Panels
The second phase of the artist selection process, during which an artist will be selected for each branch, is underway for the Glen Park, Mission Bay, and Richmond branches.

Community members will be asked to elect three community representatives to serve on the Community Artist Selection Panel for their neighborhood library. At branch library community meetings, a brief questionnaire (see Attachment 5) which has been tailored for each branch will be distributed to those persons interested in participating on the Community Artist Selection Panels. Library staff will also distribute these questionnaires to the persons on mailing lists for each branch. Those individuals interested in serving on Community Artist Selection Panels must complete and submit the questionnaire to the Arts Commission by a date to be specified for each branch to allow the Commission sufficient time to copy the questionnaires for public distribution at the election which will be held at a follow-up community meeting.

At the follow-up meetings, copies of the questionnaires and a ballot will be distributed to attendees who will be asked to vote anonymously in writing for three candidates of their choosing. Elected panelists will be expected to participate in two to three Community Artist Selection Panel meetings to select the artist for their branch.

2. Branch finalists and proposals
Arts Commission staff will select artists from the prequalified candidate pool who they deem most appropriate for the art opportunities identified at each branch. (Note that art opportunities have been established and are described below for the Glen Park, Mission Bay, and Richmond branches.) Slides and other application materials for each selected candidate will be presented to the Community Artist Selection Panel at each branch. All meetings will be publicly announced and open to the public.

After reviewing and discussing the application materials, the Community Artist Selection Panel for each branch will select three finalists to prepare proposals. Finalists will each be paid $250 to develop preliminary proposals. The proposal procedure will continue with an orientation meeting for the finalists with the branch librarian, the branch architect, and community representatives to provide information about the architectural design, appropriate materials, possible thematic approaches, and other community concerns as appropriate.

Finalists will submit a proposal to include a 20" by 24" display board with a rendering of the preliminary art concept and location, and the materials to be used. Additional proposal materials will include a description of the fabrication process, a preliminary budget and a schedule.

The three proposals for each branch will be displayed in the existing neighborhood library or other appropriate public neighborhood facility for written community feedback. The feedback will be compiled and presented to the community panel, which will meet

again to review the three proposals and recommend a finalist for approval by the Arts Commission. Some branches may have opportunities for more than one artist, although the overall budget for each branch will not be changed to accommodate more than one artwork.

Artists who have been selected and approved for developing artwork for any of the participating library branches will be eliminated from the prequalified artist candidate pool.

Approvals
All artists selected by the Artist Selection Panel and all artwork proposals recommended by each Community Artist Selection Panel must be approved by the Arts Commission. Although by Charter the Arts Commission is responsible for granting final approval for an artwork proposal, the Arts Commission works cooperatively with the client agency in assessing an artwork proposal, and will not grant approval to a proposal that is unacceptable to the client agency.

Arts Commission approval is required at the following points in project development:
1. artist selection panelists;
2. prequalified artist candidate pool;
3. artist preliminary proposal for each branch;
4. final design of the artwork for each branch, completed by the artist after entering into contract with the Arts Commission;
5. installed artwork, and approval to accept the artwork into the Civic Art Collection

Library Commission review:
Arts Commission staff will present the preliminary proposals recommended for implementation by the Community Artist Selection panel for each branch to the Library Commission for review and comment prior to the presentation to the Arts Commission (prior to Step #3).

Artist contract
The approved artist for each branch will enter into contract with the Arts Commission for design development, fabrication and installation of his or her artwork. During design development, the artist will work with the Arts Commission, the branch architect, and library staff to appropriately refine and integrate their proposal into the new or renovated facility. The Arts Commission will coordinate all aspects of installation with the facility's project architect, library representative, and General Contractor.

ADA Accessibility
Artists will be requested to consider programmatic accessibility in the development of their artwork proposals. In addition, a plaque will be installed at each branch with a reference to a notebook containing information in Braille and large type and an audiotape, prepared by the Arts Commission, with additional information about the artwork obtainable in the library. All artwork will be designed to comply with all applicable building codes and laws relative to ADA compliance.

Maintenance
The Arts Commission is responsible for maintaining the artwork, although the maintenance budget is restricted to a designated portion of the percent-for-art funds allocated for this specific project only.

Designated Art Opportunities
To date, the Arts Commission and Library staff have met with the librarians and the architects for the Glen Park, Mission Bay and Richmond branches to explore possible art opportunities. The goal is to integrate the artwork whenever possible into the architecture of the facility in order to maximize the use of architectural credits, thereby extending the existing art allocation. Consideration will also be given to materials that are durable and easily maintained. Art opportunities will be further discussed at branch community meetings.With a limited budget for each branch, it is probable that only one site will be designated for art enrichment, although it may be possible to install small elements at more than one location in the same facility.

Rather than predetermining a specific artwork site for each branch, the Arts Commission will present finalists with a slate of possible art opportunities, such as the lists below. The artists will then develop a proposal for the site, or sites, that they are most interested in using for their designs. The Community Artist Selection Panel, with community feedback on the proposals, will determine which proposal they want to recommend for implementation.

1. Glen Park Mission Bay and Richmond branches
Some preliminary architectural sites and thematic approaches for these three branches have been discussed by Arts Commission and Library staff, and architects, as outlined below.

a. Glen Park
Architectural Sites:
- •Entryway features, such as stair riser elements, stairway handrails, and stairway walls, and the floor of the lobby
- •Windows and west entryway curtain wall
- •Skylights
- •Elevator cladding
- •Shelf end panels
- •Circulation desk

b. Mission Bay
Architectural Sites:
- •Entryway lobby
- •Curtainwall
- •Hanging sculpture in 25 foot high reading room
- •Woven vinyl shades covering curtain walls
- •Skylight above children's area, other skylights

•Screen or grill across garden entryway (not accessible)
•Concrete columns within the interior

Suggested theme:

•Nautical

(Due to the current late stage of design development of the Mission Bay branch, opportunities for integrating the artwork into the architecture of this facility will be limited.)

c. Richmond

Architectural Sites:

•Wall space in existing main reading room
•Entryway
•Landscaping elements, including seating and walkways
•Lighting at the entryway and on exterior of building
•New interior structural posts downstairs
•Fencing
•New stairway

Suggested theme:

•Cultural diversity of the neighborhood
•History of the Richmond District

2. Ingleside, Portola and Richmond

The art enrichment opportunities for these three branches will be explored in the early Fall of 2002 with branch librarians, architects, and community representatives. Maximum integration of artwork into the architecture of these three new branch libraries is possible because artists will be selected and under contract prior to design development.

SAN FRANCISCO ARTS COMMISSION
25 VAN NESS AVE. SUITE 240, SAN FRANCISCO CA 94102

BRANCH LIBRARY IMPROVEMENT ARTS MASTER PLAN
FIRST AMENDMENT

Background
The San Francisco Public Library began a major capital improvement project in 2001 to upgrade the condition all of its branches, including the replacement of four facilities in Glen Park, Ingleside, Portola and Visitacion Valley, building a new library in Mission Bay, and substantially renovating the Richmond branch. The ambitious citywide project is funded primarily by bond funds approved by San Francisco voters in 2000.

Arts Commission staff worked with Library staff in 2001 to develop an Arts Master Plan for expenditure of the Art Enrichment funds generated by the five new facilities and the renovated Richmond branch, for which the original allocation for the six eligible branches was $302,000. The BLIP Arts Master Plan included a two-tiered artist selection process to allow community panels from each branch to have a direct role in the selection process. The Arts Master Plan also proposes the pooling of art enrichment funds generated by each of the six branches to allow for a more equitable distribution of art money among the six branches, and to insure that branches with smaller construction budgets will receive an adequate allotment for art enrichment

The two–tiered artist selection process included the establishment of a prequalified artist candidate pool of eligible professional artists working in a wide variety of appropriate media selected through an open competition. For the second tier, community and client panels then select the artist(s) whose approach and medium are most compatible with the architectural and neighborhood characteristics associated with each branch. This process ensures maximum community participation in the art enrichment process.

Reason for Amended Arts Master Plan
Due to a recent budget increase for the renovation of the Richmond Branch Library, and a determination that the renovation to the Potrero Library is substantial enough to qualify for art enrichment for that branch, the overall Branch Library Improvement Project (BLIP) Art Enrichment budget will be increased by approximately $60,000 (final amount subject to confirmation), for a total BLIP Art Enrichment budget of approximately $362,000.

Allocation of the $60,000 increase:
1. Administrative allocation: 20% of the new allocation of $60,000 is allocated for administrative costs associated with the BLIP Art Enrichment Program, to total $12,000, as designated by administrative code.

2. **Maintenance allocation**: Of the $48,000 remaining art budget amount, 5%, or $2,400, is allocated for maintenance costs, also as designated by administrative code.

3. **Potrero Branch and Richmond Branch artwork budgets**: The BLIP Master Plan, approved by the Arts Commission and the Library Commission in 2002, designates $36,000 for artwork for each of the participating six branches that were determined to qualify at the time, among other expenses. As the Potrero Branch Library will be the seventh branch included in the BLIP Art Enrichment Program, Arts Commission staff recommends that the budget for this additional artwork also be $36,000. In addition, the budget for the Richmond Branch Library will remain at $36,000.

4. **Additional Potrero artist selection expenses**: In addition, approximately $1,500 will be required to cover the costs of an additional community based artist selection process for the Potrero Branch Library, to include the costs of honoraria for the three neighborhood representatives for their participation at three meetings, a fee for three semifinalist artists to develop presentation materials for public display, and community outreach for a series of community and panel meetings.

5. **Remaining budget amount: $8,100**

Staff recommendations:
Budget: Arts Commission staff recommends that the remaining $8,100 of the additional $60,000 be set aside as a contingency budget during artist selection, design, fabrication and installation of the artworks, scheduled to continue into 2008. This increased contingency amount will give the Arts Commission an additional cushion to keep each project moving forward as designed and approved, in a timely manner.

Staff recommends that any of these contingency funds remaining after the installation of the seven library art projects be spent at an appropriate library site, as part of the amended BLIP Arts Master Plan. Eligible branches for art enrichment are those that are covered by the bond funds designated for BLIP. Staff also recommends that the Library be responsible for determining the branch or branches that will receive art enrichment from any such remaining contingency funds, with Arts Commission approval of the specific artwork(s), as required by city administrative code. Any expenditure of art enrichment funds must comply with the restrictions of both the Art Enrichment Ordinance and the funding source.

2. Artist Pool: The Arts Commission, as part of its 2005 Artist Pool competition for new Arts Commission public art projects, facilitated an extended outreach to the Potrero and Visitacion Valley neighborhoods for artist applications. In addition to the original BLIP Prequalified Artist Pool as described in the BLIP Artist Master Plan, staff will select several additional artists whose artwork is deemed appropriate from the 2005 Prequalified Artist Pool to present to each of these two community artist selection panels for consideration.

DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
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/6/05
avin Newsom
Mayor

harles A. Higueras, A.I.A.
resident

teven A. Coulter
ice President

Helen Marte Bautista
onnie K. Chin
ewelle Gomez
arry Kane
horah Strobin
missioners

uis Herrera
City Librarian

Michael Housh
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, October 6, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting September 1, 2005.
Explanatory documents: draft minutes

3. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

4. CITY LIBRARIAN'S REPORT DISCUSSION
by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: Update on closing celebration for Sunset Branch renovation; information on Board of Supervisors resolution authorizing Library to accept and expend donations from the Friends of the Library; information on a relationship agreement between the Library and the Friends of the Library; update on the work of the Library Technology and Privacy Committee; the Library's response to Katrina relief efforts for libraries; information on the "On the Same Page: San Francisco Reads" program; and a summary of upcoming Exhibits and Programs.
Explanatory document: Cooperation Framework Agreement

5. LIVE HOMEWORK HELP PROGRAM DISCUSSION
Presentation on and discussion of the Live Homework Help Library project.

6. LABOR UNION REPORT
(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.

7. NEW BUSINESS
(This item is to allow Commissioners to introduce new agenda items for consideration.)

8. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 10/3/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Secretary, Public Library Commission 9/05

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
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SAN FRANCISCO
PUBLIC LIBRARY

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President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, October 6, 2005.
(As approved November 3, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, October 6, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:11 pm.

Commissioners present: Bautista, Gomez, Higueras, Kane, and Strobin.
Commissioner excused: Commissioner Coulter
Commissioner Chin's arrival was expected. A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

Ms. Anneliese Malevich discussed: relocation of foreign language collections at the Main Library to closed stacks; and urged that these materials be returned to open circulation.

An anonymous member of the public commented on: their opposition to the Friends of the Library; and spoke about an unsuccessful lawsuit that they had filed against the Library related to adherence to the requirements of Prop. E (Library Preservation Fund 1994).

Mr. Peter Warfield commented on: the importance of having materials in open circulation rather than closed stacks; that the Library failed to honor commitments; and about his concerns with the new materials holds system.

Mr. John Maccabee, Friends of the Library, commented about: this work with and support for Library Wallace Stegner Environment Affinity Center; called attention to recent Friends and Earth Island Institute sponsored event featuring Jacques Leslie; and concluded with an update on the Friends Capital Campaign for Neighborhood Libraries.

Commissioner Chin joined the meeting at 4:14pm.

Mr. Greg Pennington, Friends of the Library, spoke about: a presentation made by President Higueras to the Board of the Friends; and lauded cooperative efforts that were leading to a new era of strong community support for our public libraries.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 1, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 1, 2005

An anonymous member of the public commented: that these minutes were disgraceful; and that his comments concerning Library Commission history as they related to tenure in office of former Commission President James Herlihy were inaccurately reported; that information presented during the City Librarian's Report by Deputy City Librarian on a Berkeley RFID related Forum, the Library Technology Privacy Advisory Committee, and self-service reserves were not included.

Mr. Peter Warfield commented: that the Minutes generalized so much as to not be meaningful or understandable; and found inaccurate a Public comment attributed him suggesting that Library special collections had not been cataloged nor were easily available to users.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 1, 2005

MOTION: by Commissioner Chin, 2nd by Commissioner Strobin for approval of the Minutes of the regular Library Commission meeting of September 1, 2005.

ACTION: 6-0 aye (Bautista, Chin, Gomez, Higueras, Kane, and Strobin)

AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Ms. Donna Bero, Executive Director of the Friend of the San Francisco Public Library reported the great success of this year's Big Book Sale that raised $250,000 in support of the Library. Ms. Bero additionally reported on recent Friends supported programs including observances honoring the 50th Anniversary of the 1st public reading of Allen Ginsberg's poem "Howl" and an upcoming three day weekend program focused on the Mission Bay neighborhood beginning a neighborhood capital campaign for their new branch library now under construction.

Public comment on AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public commented: that no one give to or accept money from the Friends, noted lack of a report on the "public comment " fund; discussed the evolution of the term" factoid"; and related an anecdote about the Friends this person attributed to Mrs. Charlotte Swig.

Mr. Greg Pennington, Friends of the Library, noted: the transparency of all financial matters related to the Friends; and that as a small business owner he knew the Friends took their responsibilities very seriously.

Commission discussion of AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista thanked and commended the Friends of the Library on the success of this year's Big Book Sale and for their support for our libraries.

President Higueras congratulated and thanked the Friends for the outstanding success of this year's "Big Book Sale" and noted that the Friends gave generously to support our public library without any compromise to the system. President Higueras thanked the thousands of volunteers who made this success possible.

Commissioner Bautista called attention to an October 26th event organized by the San Francisco-Manila Sister City Committee with assistance by Marion Chatfield-Taylor of the Friends of the Library to enrich the special Philippine collection at the Excelsior Branch Library.

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on: the closure of the Sunset Library; and the Board of Supervisors unanimous approval of a resolution authorizing the Library to accept and expend $16 million in gifts from the Friends of the Library for the benefit of our neighborhood libraries. Mr. Herrera discussed the relationship agreement defining the partnership and relations between the Library and the Friend's of the Library.

The City Librarian then introduced Deputy City Librarian Paul Underwood who gave an update on recent Library Technology & Privacy Advisory Committee activities. City Librarian Herrera then outlined the ways that the Library was participating in the efforts to come to the aid of the people, communities, and the public, school, and university libraries damaged by Hurricane Katrina in cooperation with the American Library Association (ALA).

The City Librarian next introduced Library Chief of Adult Services and Communications Marcia Schneider, who reported the Library's creation of the "On the same page, San Francisco Reads" program funded by a $30,000 appropriation by the Board of Supervisors authored by District 1 Supervisor Jake McGoldrick. Ms. Schneider noted the classic book Ishi, in Two Worlds would be the first book in this program.

The City Librarian concluded his report with a presentation of highlights of the upcoming exhibits and programs at the Library during November 2005.

Public comment on AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

An anonymous member of the public commented: about the Board of Supervisors approval of the "Accept and Expend resolution"; noted that information concerning the "framework" agreement between the Library and the Friends had not been available in advance of the meeting; discussed their views concerning the Library technology & Privacy Advisory Committee; and suggested that Supervisor McGoldrick's intentions had been ignored in the creation of the new reading program.

Mr. Greg Pennington, Friends of the Library, commented: that the Supervisors had carefully considered and allowed reasonable flexibility when approving the up to $16 million "Accept and Expend" Resolution; noted that protecting library user's privacy was of great concern to everyone participating on the Library Technology & Privacy Advisory Committee; and commended Deputy City Librarian Paul Underwood's hard work and dedication.

Mr. John Maccabee, Friends for the Library, commented on: conspiracy theories; called attention to the Friend's core set of beliefs; and noted that the Supervisor's had unanimously approved the $16 million "Accept and Expend Resolution".

Mr. Peter Warfield commented about: the Library's excellent exhibits; and discussed his disappointments with aspects of the "framework "agreement between the Library and the Friends of the Library. Mr. Warfield noted that his organization a "Library Users Association" had not been included among those informed concerning the work of the Library Technology & Privacy Advisory Committee.

Commission discussion of AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

Commissioner Chin said that it was hateful to denigrate the generous efforts of the Friends of the Library to support our public libraries. Commissioner Chin commended the quick action taken to support the victims of Hurricane Katrina, and thanked the Friends for their support

and leadership. Commissioner Chin reported that she was currently reading an excellent book Guns, Germs, and Steel.

President Higueras reported that the closing party for the Sunset Branch had been a great community event. President Higueras noted that the Supervisor's unanimous approval demonstrated that they well understood and found responsible the Accept and Expend Resolution for the branch libraries. President Higueras noted that the Library Technology & Privacy Advisory Committee was providing useful thinking concerning how libraries could respond to new technologies such as RFID without reacting to hysteria. President Higueras looked forward to receiving their full and substantive report.

Commissioner Gomez thanked the Friends for their support for the Library and noted that she would be making additional contributions to the "public comment" fund.

In response to a question by Commissioner Bautista, Donna Bero, the Friend's Executive Director reported that the "Public Comment" Fund , created by community activist Ellen Egbert to benefit the Friends, was up and running.

AGENDA ITEM #4 LIVE HOME WORK HELP PROGRAM

Library Chief of Children & Youth Services Toni Bernardi presented a detailed overview of the Library's highly successful "Live Homework Help" online tutoring program. Ms. Bernardi noted that the online help was focused on children and teen students needing one-on-one real-time online homework help with math, sciences, and social studies homework from Tutor.com's professional teachers. Ms. Bernardi reported the program was currently available in English and Spanish. Ms. Bernardi then gave a demonstration of how the help program worked.

Public comment on AGENDA ITEM #4 LIVE HOME WORK HELP PROGRAM

An anonymous member of the public spoke about: where the money expended for this program went; wondered who was paying for it; and noted they were in favor of providing help with homework.

Mr. Peter Warfield raised a red flag of concerns about confidentiality and privacy related to any data gathered about users while using the Live Homework Help Program.

Commission discussion of AGENDA ITEM #4 LIVE HOME WORK HELP PROGRAM

Commissioner Bautista applauded this program and suggested that students at the Philip and Sala Burton Academic High School would benefit from learning of it availability.

In answer to questions by President Higueras concerning confidentiality and what data was being gathered, Ms. Bernardi explained that the program only collected use statistics not information about the identity of users.

Deputy City Attorney Catharine Barnes clarified the Library's legal responsibilities related to use of the Live Homework Help Program.

Responding to a query by Commissioner Kane, Ms Bernardi reported that the program was based on an annual fee, that it was the oldest and most used of such programs among libraries, and that it had been found very cost effective.

AGENDA ITEM # 6 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 7 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #8 ADJOURNMENT

City Librarian Luis Herrera informed the Commissioner of the tragic passing of Mission Branch Page Mirtha "Lizette" Estrada as well as her Father Pastor Estrada in a tragic apartment fire at their home in the Mission

MOTION: by Commissioner Bautista, 2nd Commissioner Chin to adjourn the regular October 6, 2005 Public Library Commission meeting "In Memoriam" of the late Mission Branch Library staff member the late Mirtha "Lizette" Estrada and her Father Pastor Estrada.

ACTION: AYE 6-0 (Bautista, Chin, Gomez, Higueras, Kane, and Strobin)

The Commission meeting adjourned at 5:44pm

Michael Housh, Commission Secretary 11/4/05

Please note: Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

Cooperation Framework Agreement (PDF

Minutes of the Library Commission Meeting October 6, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

PUBLIC–PRIVATE SUPPORT AND COOPERATION FRAMEWORK FOR BRANCH LIBRARY IMPROVEMENT PROGRAM AND NEIGHBORHOOD LIBRARY CAMPAIGN

This PUBLIC–PRIVATE SUPPORT AND COOPERATION FRAMEWORK ("Framework") is entered into as of September 29, 2005, by and between the San Francisco Public Library ("Library") and the Friends of the San Francisco Public Library ("Friends"), a California non-profit public benefit corporation (each of the foregoing, a "party," and collectively, the "parties").

RECOGNIZING the history of cooperation between the parties on capital and operational projects, and desiring to set forth their understanding for their mutual undertakings in furtherance of the Branch Library Improvement Program and Neighborhood Library Campaign, the parties desire to enter into this Framework as follows:

ARTICLE 1

Background

1.1 Library Department. The Library is a City and County of San Francisco, California ("City") Department under the management and control of the San Francisco Public Library Commission ("Commission") and its executive director, the City Librarian. The Library's mission is to provide free and equal access to information, knowledge, independent learning and to promote the joys of reading for the City's diverse community.

1.2 Friends of the San Francisco Public Library. Friends is a non-profit 501(c)(3) corporation, created from the merger of the Friends of the San Francisco Public Library and the Library Foundation of San Francisco. The Friends' mission is to create, steward and support a superior, free public library system in San Francisco by funding programs and services beyond what is allocated in the City's budget in order to ensure free and equal access to information for all. Friends' fundraising is intended to supplement the funding for the San Francisco Public Library and not to replace traditional sources or levels of City funding.

1.3 Statement of Common Purpose. The parties share the common objectives of developing and maintaining the highest level of Library service for all of the City's residents, ensuring an adequate level of finance to maintain equipment and programming at appropriate levels, and making and keeping Library facilities seismically safe, in good repair, and fully accessible to all persons (the "Common Purpose"). The parties, through Friends' predecessor organizations, have worked together for over forty years in many capacities in furtherance of the Common Purpose. For instance, each year Friends donates over $750,000 to support the Library's on-going projects and new initiatives that benefit a wide public interest. Friends, through its predecessor organizations, raised and donated more than thirty million dollars for furniture, fixtures, equipment and other costs associated with the New Main Library.

1.4 Contemplated Project. In furtherance of its mission, the Library is undertaking the Branch Library Improvement Program ("BLIP") which will seismically reinforce, make accessible and renovate nineteen branch library facilities, replace four rented facilities with new, City-owned facilities, add a branch in the new Mission Bay neighborhood, and relocate its technical services division from the New Main into a separate facility. BLIP is funded by voter approved general obligation bonds in the

amount of $105.9 million, and additional state matching grants totaling $9.7 for the Richmond and Ingleside Branch Library improvements. City approved funding may not be used for furniture, fixtures and equipment and many other costs necessary to complete the BLIP. The Library and the Board of Supervisors developed and approved the BLIP budget and bond measure with the expectation that program costs ineligible for bond or state matching grant funding would be paid for by private donations solicited by the Friends. In furtherance of this mission, the Friends announced at the Commission's February 20, 2003 meeting that the Friends would undertake the Neighborhood Library Campaign to raise $16 million for campaign costs and for the furniture, fixtures, and equipment and other unfunded BLIP costs. Hereinafter "Project" shall refer to the renovation and construction of twenty-four branch libraries and the support services building, including the furniture, fixtures and equipment and many other costs necessary to complete the BLIP that are either ineligible for bond or state matching grant funding or for which such funding is inadequate.

ARTICLE 2

Roles and Responsibilities

2.1 Joint Responsibilities. The parties shall develop a written budget and project funding and execution plan for the furniture, fixtures and equipment for each of the Library Facilities to be renovated or constructed as part of the Project (as may be amended from time to time, the "Project Plan"). The Parties shall meet regularly to refine and amend the Project Plan.

2.2 The Library Responsibilities. The Library shall have the primary responsibility to oversee and manage the Project including the following responsibilities:

(i) The selection of and contracting with consultants and contractors as necessary to complete the conceptual design and final design and construction of all facilities comprising the Project.

(ii) The selection of and contracting with consultants and contractors as necessary to complete the conceptual design and final design and specifications for furniture, fixtures, equipment and other unfunded costs of the Branch Library Improvement Program.

(iii) Development and implementation of regular maintenance schedules for all Project facilities, furniture, fixtures and equipment.

(iv) All public review and comment requirements with respect to the Project, obtaining all necessary governmental approvals in connection with the Project and the acceptance of gifts of funds, services or materials from Friends.

(v) The Library (or such other representative of the City as shall be designated by the Library) shall use all reasonable efforts to obtain allocations of public funds from the City, state and federal sources for use in connection with the Project.

(vi) The Library shall, upon request from Friends, assist Friends with private fundraising efforts to the extent reasonable.

2.3 Friends Responsibilities. The Friends shall have the primary responsibility to support and fund furniture, fixtures and equipment and other costs that are ineligible or

unavailable and are necessary to complete the Project up to a value of $16 million, including the following responsibilities:

(i) Friends shall identify, solicit and provide private funds, goods or services as contemplated by the Project Plan. Subject to the Project Plan, Friends may, from time to time, (a) make direct purchases of goods, services and materials for, and related to, the Project and (b) deliver funds to the Library by commercially reasonable means acceptable to both parties or cause to be deposited such amounts into an account or accounts established for the Project in accordance with Article 3 below, in each instance in furtherance of the Project.

(ii) Friends shall recruit, train, organize and supervise volunteers in furtherance of the Neighborhood Library Campaign.

2.4 Reservation of Activities. The parties acknowledge that each of Friends and the Library has a distinct role and identity separate from the other. For instance, Friends has in the past advocated and intends in the future to advocate positions regarding matters of public interest independently from the Library. The parties, in the pursuit of their respective missions and goals and even in furtherance of the Common Purpose, recognize that each will foster relationships, pursue projects and enter into agreements with unrelated third parties without the participation of the other party.

2.5 Approval of Fundraising Materials. Friends shall obtain in advance the approval of the City Librarian of fundraising materials distributed on behalf of or in the name of the Library, which approval shall not be unreasonably withheld.

ARTICLE 3

Administration, Accounting and Use of Funds.

3.1 Establishment of Accounts. Friends shall account separately for funds held in respect of the Neighborhood Library Campaign, and may keep separately identified "sub-accounts" if such funds are further disaggregated pursuant to the Project Plan or for Neighborhood Library Campaign purposes. Funds designated for specific Project purposes shall only be used for such purposes.

3.2 Disbursement of Funds. Friends and the City Librarian shall establish a reasonable payment schedule for each element of the Project Plan. The Friends shall grant such funds to the Library or pay such costs directly to the vendor, as agreed upon by the Friends and City Librarian.

3.3 Instruments of Credit. The parties acknowledge that, under current provisions of the City's Charter, the City may not award a contract unless and until the Controller of the City certifies that funds are available to support such contract. The parties agree to cooperate to satisfy such requirements of the City's Charter, as may be amended from time to time, including the establishment of separately identified accounts, the provision of letters or instruments of credit or other supporting documentation from Friends.

3.4 Friends' Administration of Funds. In order to offset administrative costs and expenses in connection with the Neighborhood Library Campaign, Friends shall, subject to the conditions of any grant, donation or law to the contrary, have the right to assess and collect a reasonable administrative fee on funds received or expended in connection with the Neighborhood Library Campaign. Nothing in this Framework shall require

Friends to pay interest earned on any funds held in respect of the Neighborhood Library Campaign or this Framework.

3.5 Acceptance of Gifts by the City. Friends shall provide the Library with reasonable advance written notice of the terms and conditions of any proposed pledges or gifts that could impose financial or other obligations or liabilities on the City. With respect to disclosure of gift and donor information, both parties agree to comply with all applicable laws, including any applicable provision of Chapter 67 of the San Francisco Administrative Code (the "Sunshine Ordinance"). The City's final acceptance of funds raised by Friends shall be subject to approval by the Library and, if and only to the extent required by Chapter 10 of the City's Administrative Code, the Board of Supervisors of the City.

3.6 City Right to Audit. Friends shall keep and maintain standard accounting controls and procedures. Friends will provide the Library or its designee with quarterly reports of its cash, pledges and other sources of funding. On an annual basis, Friends shall deliver to the City's Controller and the Library's City Librarian an independently prepared audit of all Friends' operations. Upon reasonable prior written notice to Friends, the City shall have the right to audit and inspect Friends' records and accounts with respect to the Project Plan or the Neighborhood Library Campaign; provided, however, that such right to audit or inspection may be exercised not more frequently than once every 12 months. The parties acknowledge that, in acting as fiscal agent within the scope of the Project Plan, Friends may agree to more restrictive or onerous provisions than those provided in this Section 3.6 and, in such instance, as between the parties, the terms of such fiscal agency agreement shall supersede the provisions hereof.

3.7 Use of Library Facilities for Fundraising Events. Subject to the Library's rules and policies and any permit, license or other requirements imposed by the City, the Library shall make Library Facilities generally available upon prior reasonable approval by the City Librarian or his designee for use by Friends free of charge for the purpose of fundraising. The parties agree that Friends' fundraising pursuant to this Section may be for the benefit of Friends, the Library, the Neighborhood Library Campaign or the Project Plan and that any proceeds of such fundraising, net of direct costs for such fundraising, direct costs paid to the Library for such event and Friends' reasonable administration fee, shall be used (i) if advertised, represented or marketed as being held for a specific purpose, for such express purpose, or if no such purpose is expressed, then (ii) in furtherance of the Common Purpose.

3.8 Use of Library Facilities for Non-Fundraising Events. Subject to the Library's rules and policies and any permit, license or other requirements imposed by the City, the Library shall make Library Facilities generally available upon prior reasonable approval by the City Librarian or his designee and, as applicable, by the Commission for use by Friends for purposes other than fundraising, such as training, receptions, meetings or events. The parties anticipate that such usage would not exceed four (4) times per year. The Library may, but is not obligated to, charge Friends a fee equal to the direct costs to the Library for such use of the Library Facilities, but shall not charge any other fee for such use.

ARTICLE 4

General

4.1 Term and Termination. This Framework shall commence on the date first set forth above and continue until the completion of the BLIP and Neighborhood Library Campaign, whichever occurs first, unless sooner terminated by written notice by either party to the other party.

4.2 Further Assurances. Each party agrees, subject to any limitations in the City's charter, ordinances or rules, to do such other acts and things as the other party may reasonably request for the purpose of carrying out the intent of this Framework. Without limitation to the foregoing, the parties contemplate that the City, acting through the City Librarian and/or the Commission, and Friends shall enter into appropriate agreements from time to time in conformity with the understandings set forth in this Framework.

IN WITNESS WHEREOF, the parties have executed this Framework as of the date first above written.

FRIENDS OF THE SAN FRANCISCO PUBLIC LIBRARY

Name: Donna Bero
Title: Executive Director

SAN FRANCISCO PUBLIC LIBRARY

Name: Luis Herrera
Title: City Librarian

DOCUMENTS DEPT
OCT 17 2005
SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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/20/05

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Connie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, October 20, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of September 15, 2005.
Explanatory documents: draft minutes

3. BOND PROGRAM MANAGER'S REPORT DISCUSSION
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: none.
Explanatory documents: current Budget Report and Branch Library Summary Schedules

4. INTERIM LIBRARY SERVICES DISCUSSION
Presentation on and discussion of interim library services at the Marina and Sunset Branch Libraries.

5. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 10/17/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT
DEC - 2 2005
SAN FRANCISCO
PUBLIC LIBRARY

SF
P76
#2
10/20/05
approved

Gavin Newsom
Mayor

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President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, October 20, 2005.
(As approved November 17, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, October 20, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Lonnie Chin at 4:20 pm.

Commissioners present: Bautista, Chin, Gomez, and Kane.
A quorum was present. President Higueras, Vice President Coulter, and Commissioner Strobin were excused attendance.

At the suggestion of the Commission Secretary, the Commissioners acted to designate Commissioner Chin as senior Commissioner present to serve as acting Chair for this meeting.

MOTION: To designate Commission Chin as acting Chair, by Commissioner Bautista, 2nd by Commissioner Kane
ACTION: 4-0 AYE (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: urged not contributing to nor accepting money from the Friends of the Library; discussed what this person described as a lengthy history of disparagement, ridicule, and mistreatment of themselves by the Library Commission suggesting that they had determined to respond in kind.

Mr. Peter Warfield spoke about: his search for items in the Library's collection related to RFID; noted finding catalog two citations for the same record, a lengthy online document that would be difficult to read and expensive to print out, with a mistaken attribution of authorships on one; and recommended given this dearth of information that the Library acquire books on RFID.

Ms. Donna Bero, Friends of the Library Executive Director: wished the City Librarian and Commissioner Kane a "Happy Birthday"; informed the Commissioners concerning upcoming events sponsored by the Friends of the Library, calling particular attention to an October 22nd "San Francisco Noir" author reading event, a three day "Neighborhood on the Verge" program focused on the Mission Bay Neighborhood and its new branch library, and a special Halloween $1 or less mystery and thriller book sale outside the Larkin Street entry of the Main Library.

Marcia Kosture, Parents' Voices, urged the Commissioners to allow the San Francisco City College Preschool to remain in the Bernal Heights Branch Library after its renovation noting that there was no school library at the Revere School site and that the long relationship between the Preschool and the Branch Library should continue.

Mr. Mauricio Vela, "Save the Preschool", called on the Commissioners to continue to seek ways to allow the City College Preschool to remain located at the Bernal Heights Branch Library. Mr. Vela reported that he had found another preschool that could occupy the City College

Preschool's proposed new site at the Paul Revere Elementary School should the City College Preschool be allowed to relocate back into the branch library.
Ms. Deborah Doyle, Friends of the Library, called attention to: the ongoing renaissance of our branch library system; noted that there was a broad coalition throughout the City to support our public libraries; and invited the Commissioners to an "Authors & Oysters " event benefiting the new Glen Park Branch Library on November 13th.

Ms. Amy Derky, "Parents' Voices", called on the Commissioners to allow the City College Preschool to remain at the Bernal Heights Branch Library; noted that she believed the Library to be the best location for the Preschool; and suggested that City College supported remaining in the current location.

Ms. Ellen Egbert, Bernal Heights resident, commented on: neighborhood excitement and support for the renovation of the Bernal Heights Branch Library; and said that the best use of the Branch Library building was as a library.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OFSEPTEMBER 15, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

An anonymous member of the public commented: that these minutes were as bad as usual; cited inaccurate report of his critiques of the Friends and Foundation of the San Francisco Public Library as being about the "Friends of the Library"; criticized what this person found to be a generalized repetition of previous minutes reports of his previous public comment remarks concerning events in the recent history of the Library Commission; decried lack of report of details of Commissioner Coulter's suggestions on the Minutes; and found inaccurate a correction made to comments made by Mr. Warfield concerning RFID at the Library.

Mr. Peter Warfield cited: several instances of inaccuracies he found in these Minutes; expressed disappointment at what he found to be the Commission's inadequate response to his concerns that the Commission's Meeting Minutes routinely failed to fully and accurately reflect his comments and give credit when Commissioners agreed with his suggestions.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF September 15, 2005

MOTION: by Commissioner Bautista, 2nd Commissioner Kane for approval of the Minutes of the regular Public Library Commission meeting of September 15, 2005 as amended.

ACTION: 4-0 AYE (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM #3 BLIP MANAGER'S REPORT

Marilyn Thompson, Branch Library Improvement Program Manager reported her regular monthly tripartite presentation on: BLIP Schedule; Budget; and Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $34,770,931 of Bond Program Funds to date.

Ms. Thompson reported that no informational or special report would be presented this month. The BLIP Program Manager then reported in detail each of the current Branch Library

Improvement Program's active projects related to new construction, renovations, a construction update, and community outreach, (copy attached)

Public comment on AGENDA ITEM #3 AGENDA ITEM #3 BLIP MANAGER'S REPORT

An anonymous member of the public noted: that the construction report had not been listed on the agenda as an explanatory document; the labeling of Ms. Thompson's slides as they had previously suggested; that there was no mention of an "Efficiency Report" recently delivered to the Board of Supervisors nor any mention of a recently approved City Ordinance requiring branch libraries to install "diaper changing stations", without objective consideration or discussion if there was any real need for such facilities at every branch.

Mr. Peter Warfield commented that the Report documents were difficult to read; noted a lack of labels on the photographs presented; recommended that the report be expanded and the Peer Panelist come back to react to the staff response; and urged that the Commissioners not make decisions without more detailed information.

Mr. Chet Roaman, Potrero Branch Library Representative on the Council of Neighborhood Libraries (CNL) noted: the revised design was an improvement; but there was need for more space in the Branch suggesting need for additional modifications.

AGENDA ITEM #4 INTERIM SERVICES

City Librarian Luis Herrera introduced Acting Chief of Branches Joan Goldman who outlined in detail the proposed interim services planned for the Marina and Sunset Branch Libraries during their closure for renovation. Ms. Goldman called attention to the extensive efforts made by staff to publicize the impending closures and discussed the well attended "closing "parties held at the Marina Library on September 3rd and at Sunset Library on September 24th. The Acting Chief of Branches then reported the additional public services hours being made available at nearby branches. Ms. Goldman next described the Marina and Sunset Branch Library programs and special collections, such as Chinese and Russian language materials, that had been shifted to nearby branch libraries to remain available to users during the renovation projects. The Acting Chief of Branches concluded by reporting on the bookmobile schedule of services at each location while these two very busy neighborhood libraries were closed for renovation.

Public comment on AGENDA ITEM #4 INTERIM SERVICES

An anonymous member of the public commented: on the lack of written reports concerning interim services; that public concern about a loss of access to library services during the renovation projects was being taken seriously; and that more detailed written information about these interim services needed to be made available.

Mr. Peter Warfield requested copies of the materials provided to the Commissioners. Mr. Warfield then commented: that the Library's original commitment to provide alternative locations for each branch library during renovation had not been kept; and that as branches closed for renovation more and more unique materials in the Library's collections would be become unavailable.

Ms. Suzanne D. Cauthen, Vice Chair, Board of Supervisors Library Citizen's Advisory Committee, recommended: that information concerning interim services be made more widely

available; that neighborhood newspapers offered an excellent means to informing users of services changes and availability; and that it was essential that the Library let people know what was happening.

Commission discussion of AGENDA ITEM #4 INTERIM SERVICES

In answer to a question by Commissioner Chin, Ms. Goldman informed the Library Commissioners that during renovations each appropriate foreign language materials, in Chinese, Spanish, or Russian, were relocated to nearby branch libraries where there was an identified user need.

Commissioner Kane expressed concern that parents would experience difficulties during branch closures due to the lack of availability of library services at many neighborhood schools. Commissioner Kane suggested that Library staff undertake serious efforts to work with the San Francisco Unified School District to identify school sites that might be made available for some library services during the renovation projects. Commissioner Kane noted this cooperative effort could be a win-win for both our Public Library and the School District.

Commissioner Chin noted that Commissioner Kane's suggestion might be useful but that space in some neighborhood schools was very limited.

City Librarian Luis Herrera observed that setting up alternative locations for branch libraries during renovations was prohibitively expensive. Mr. Herrera reported that Library staff was doing everything possible to maintain services in these neighborhoods during each of the renovation project. The City Librarian proposed to regularly bring interim services updates to the Commissioners for their information.

AGENDA ITEM #5 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Chin to adjourn the regular October 20, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Bautista, Chin, Gomez, and Kane)

The Commission meeting adjourned at 5:22pm.

Michael Housh, Commission Secretary 10/21/05

Please note: Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's Report slides

BLIP Program Budget, Schedule, and Construction Reports,

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

Library Commission
October 20, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports - none

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Public Art Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $776,000
06-26-03 DRE increased $115,281
10-16-03 Added Moving Budgets to SSF & EXC
02-19-04 Added Library Preservation Fund $500k
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased up to $672,818
09-15-05 Added Moving Budgets to MBA, EXC, MAR, NVA, RIC, WPO, WSA; Increased Public Art from RIC, POT
TODAY No changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Design Development Phase - Budget
  - Submittal to State OLC
  - Peer Review response needed
- Portola
  - Design Development Phase
  - Civic Design Review Phase 1 Approved

Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
  - Opened 7/8/05
  - Debriefing meeting
  - Close out
- West Portal
  - Construction start 3/05
- Marina
  - Construction Contract Awarded - Trico
  - Branch closed 9/2
  - Move Out & Abatement
  - Civic Design Review Phase 3
  - Permit picked up

Active Projects Reports
Renovations

- Sunset
  - Construction Contract awarded - CPM
  - Closed 9/23
  - Move Out & Abatement
  - Permit ready
- Noe Valley
  - Bids due 10/26
  - Civic Design Review Phase 3
- Western Addition
  - Construction Document Phase
  - Interim Services

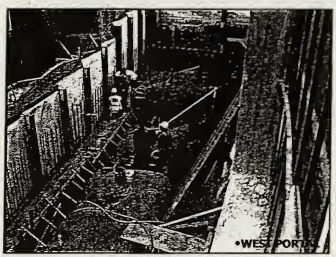
Active Projects Reports
Renovations

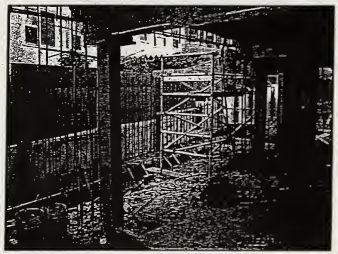
- Richmond
  - Construction Document Phase
  - Next submittal to State OLC - 95% CD
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Design Development Phase
  - Civic Design Review Phase 1
  - Variance or Re-zoning

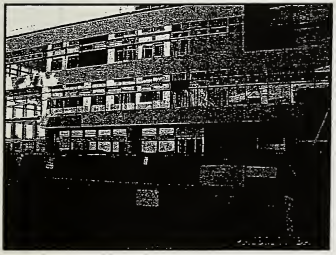
Active Projects Reports
Renovations

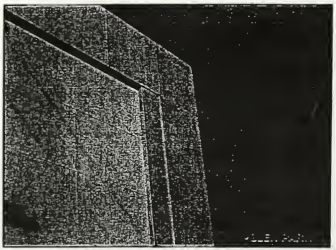
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase

Construction Reports



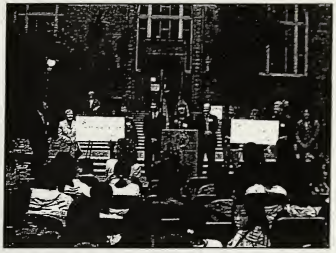






Community Outreach Update

- BLIP events:
  - 11/9 Western Addition Q&A Session
- Library events and / or presence:
  - 9/10 Visitacion Valley Planning Alliance
  - 10/6 League of Cities (RIC, ING)
  - 10/15 Potrero Neighborhood House Festival
  - 10/16 Fiesta on the Hill (BHE)
  - 10/18 Author Reception (POT)
  - 10/22 Potrero History Night
  - 10/22 Noe Valley Harvest Festival
  - 10/22 A New Leland Avenue Planning Workshop
  - 11/4-7 CLA Conference (RIC, ING)
- Related Boards/Commissions:
  - 10/17 Civic Design Review (POR, POT, NVA, MAR)
- Other Outreach:
  - Website
  - Bulletin Board – Sixth Floor



Bond Program Manager's Reports

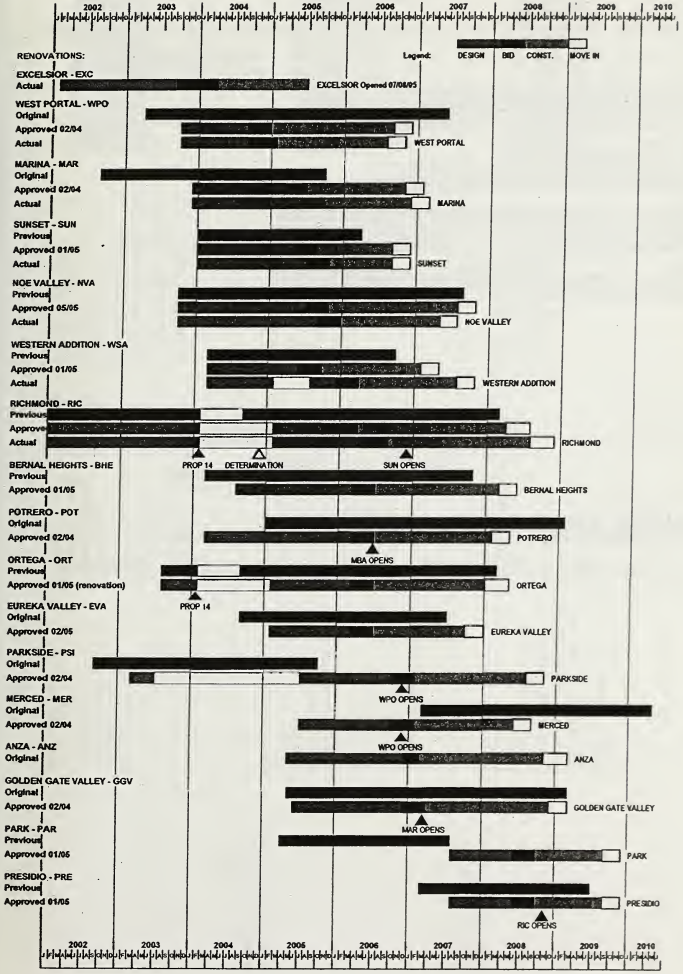
Interim Library Services

Adjournment

Branch	BUDGET		REVENUE FUND STRATEGY				EXPENDITURES/ENCUMBRANCES	
	Baseline Budget (10/01)	Approved Budget (09/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 30-Sep-05 B	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000		200,000 (5)	4,881,000	307,420	3,859
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,756	-
Mission Bay	3,350,000	3,967,000	3,957,000		10,000 (7)	3,967,000	3,731,046	19,324
Portola	4,570,000	4,818,520	4,388,000		430,520 (5)	4,818,520	1,877,731	-
Visitacion Valley	5,320,000	5,884,500	5,826,500		58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000		70,342 (6)	8,946,342	8,832,175	(7,949)
SUBTOTAL	*31,460,000*	*34,249,217*	*30,013,777*	*3,466,578*	*768,862*	*34,249,217*	*19,539,200*	*15,234*
Renovations								
Anza	4,740,000	4,503,000	4,503,000		-	4,503,000		
Bayview	3,820,000	3,629,000	3,629,000		-	3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		-	5,082,500	194,789	6,518
Eureka Valley	4,580,000	4,351,000	4,351,000		-	4,351,000	30,679	2,140
Excelsior	3,820,000	3,655,648	3,629,000		26,648 (7)	3,655,648	3,553,263	3,058
Golden Gate Valley	5,340,000	5,073,000	5,073,000		-	5,073,000		
Marina	4,110,000	3,924,500	3,904,500		20,000 (7)	3,924,500	611,142	2,290
Merced	4,200,000	3,990,000	3,990,000		-	3,990,000		
Noe Valley	4,410,000	4,882,318	4,862,318		20,000 (7)	4,882,318	803,796	5,423
North Beach	3,460,000	3,763,600	3,287,000		476,600 (5)	3,763,600	118	
Ortega	3,580,000	3,382,000	3,382,000		-	3,382,000	128,956	-
Park	1,310,000	1,310,000	1,244,500		65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,238,000		-	3,236,000	89,595	
Potrero	4,230,000	3,968,500	3,968,500		-	3,968,500	126,375	4,005
Presidio	1,530,000	1,530,000	1,453,500		76,500 (5)	1,530,000	136,152	-
Richmond	7,630,000	9,032,642	1,127,606		2,420,000 (2) (7	9,032,642	1,260,545	23,315
Sunset	1,490,000	1,510,000	1,415,500		94,500 (5) (7	1,510,000	282,747	635
West Portal	4,110,000	4,574,500	4,554,500		20,000 (7)	4,574,500	3,964,223	23,935
Western Addition	3,430,000	3,278,500	3,258,500	5,485,036	20,000 (7)	3,278,500	282,023	20,544
SUBTOTAL	*74,000,000*	*74,676,708*	*65,951,924*	*5,485,036*	*3,239,748*	*74,676,708*	*11,483,113*	*91,863*
Program-Wide Services & Costs								
Library Program Costs	800,000	800,000	800,000			800,000	704,606	711
Program Consultants	750,000	750,000	750,000			750,000	329,980	128,030
City Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,707,683	52,698
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		382,000	302,000		60,000 (7)	362,000	170,643	1,345
Moving & Interim Services	4,360,000	711,752	328,400		383,352 (4) (7	711,752	272,375	(171,147)
Furniture & Equipment Resen	15,000,000	18,000,000	-	759,170	16,000,000 (3)	18,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	328,050	37,999
Program Reserve	1,875,000	1,833,479	1,583,818		899,881 (5) (7	2,483,479		
SUBTOTAL	*27,805,000*	*26,592,512*	*9,899,299*	*759,170*	*17,343,213*	*28,001,682*	*3,748,618*	*49,636*
TOTAL	**133,265,000**	**135,518,437**	**105,865,000**	**9,710,784**	**21,351,823**	**136,927,607**	**34,770,931**	**156,733**

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond Interest proceeds ($1,673,481)
(6) Rents received ($126,342)
(7) Library Preservation Fund appropriated FY 05/06 ($650,000)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005
Commission Meeting October 20,2005



Branch Library Improvement Program
Summary Schedules
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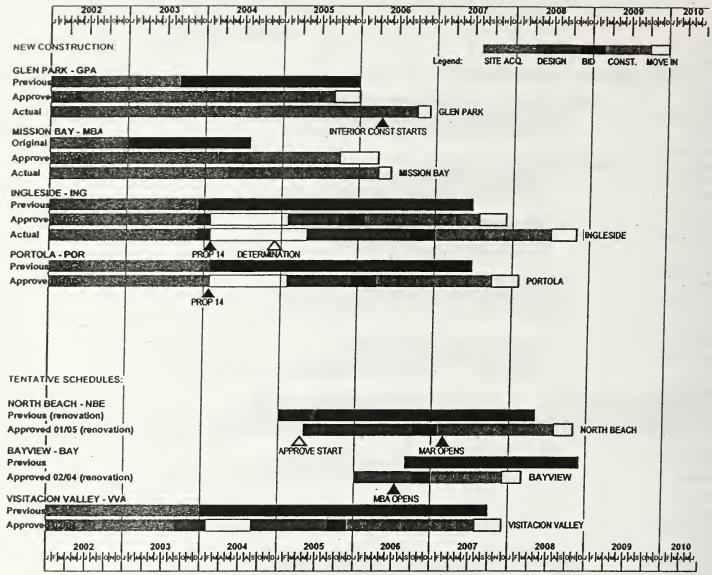
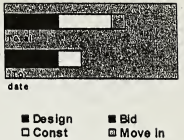


Branch	Contacts	Statistics		Activities	Schedule
West Portal Branch 900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **End Date:**	$2,980,000 $0 $2,980,000 $195,188 460 days 0 days 460 days 4/10/06 6/9/06	Demolition complete Shoring & waterproofing complete Excavation complete Pouring concrete footings Change orders pending: 2 month non-compensatory extension for permit delays, add Ardex floor leveling compound $46k	
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:**	$2,433,636 $18,956 $2,452,592 $1,037,859 698 days 85 days 783 days 03/01/06	Metal stud complete Curtain wall complete Sheet rock installation Plumbing & electrical installation Change orders pending: revisions at meeting room $4k	
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** **Est'd Completion of Shell:**	$3,361,000 12/31/05	Exterior plastering & masonry No payments made till finished Design of interior construction proceeding. Bid winter 2005.	

Branch	Contacts	Statistics		Activities	Schedule
Marina 1890 Chestnut Street	**District/Supervisor:** 2 / Alioto Pier **Architect:** Tom Eliot Fisch / Field Paoli **Contractor:** Trico Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **End Date:**	**$2,393,700** **$0** **$2,393,700** **$0** **425 days** **0 days** **425 days** **tbd** **tbd**	Move out complete Abatement NTP to be issued soon	
Sunset 1305 18th Avenue	**District/Supervisor:** 5 / Mirkarimi **Architect:** Fougeron Architecture **Contractor:** Cooper Pugeda Management	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **End Date:**	**$796,888** **$0** **$796,888** **$0** **300 days** **0 days** **300 days** **tbd** **tbd**	Move out Abatement	

Interim Services at the Sunset Branch Library

Interim services are scheduled to begin several weeks after the September 23, 2005 branch closure.

The Sunset Branch Library renovation is a part of the Branch Library Improvement Program. See back panel for more information. In 1992 the branch was seismically upgraded and brought into compliance for disabled access. Current improvements will include:

- New street level book drop
- More fully accessible restrooms
- Dedicated program room downstairs
- Designated teen area
- More comfortable seating
- Reconfigured, more welcoming children's room
- More computers
- Wireless access to internet
- Improved lighting and power
- New self-check machines
- More functional staff work areas both upstairs and downstairs

Updating the branch will enable the San Francisco Public Library to provide the Sunset neighborhood with a branch library that is safe, modern and accessible to all.

For more information, call 415-557-4353.

Storytimes

The Sunset Branch currently offers one weekly storytime. This storytime will continue and an additional storytime will be added during the library's closure, at the following times and locations:

Preschool Storytimes:
Tuesdays, at 10:30 a.m.
at Sunrise Residence (formerly Shriner's Hospital),
1601 - 19th Avenue (between Lawton and Moraga).

Lapsits:
Saturdays, at 10:30 a.m.
at the Jefferson School Childcare Center next door to the library at 1325 - 18th Avenue (between Irving and Judah).

Adult Book Group

The Sunset Branch Library book discussion group will continue to meet on the first Wednesday of every month at 7:00 p.m. at Kaleo Café, 1340 Irving St.

Language Collections

Russian language collection:
A portion of this collection will be moved to the Parkside Branch during closure.

Chinese language collection:
A portion of this collection will be moved to the Parkside, Ortega and Anza Branches during closure.

Extended Hours

The Library will extend the hours of service at the Parkside and Ortega Branches during the Sunset Branch renovations.

Parkside Branch 355-5770
1200 Taraval Street (at 22nd Avenue)

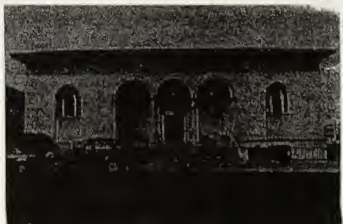
Sunday	1:00 – 5:00 p.m.
Monday	1:00 – 9:00 p.m.
Tuesday	10:00 a.m. – 9:00 p.m.
Wednesday	1:00 – 9:00 p.m.
Thursday	10:00 a.m. – 6:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

Ortega Branch 355-5700
3223 Ortega Street (at 39th Avenue)

Sunday	Closed
Monday	10:00 a.m. – 6:00 p.m.
Tuesday	10:00 a.m. – 9:00 p.m.
Wednesday	10:00 a.m. – 9:00 p.m.
Thursday	1:00 – 9:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

Other Nearby Branches

Park Branch
Merced Branch
Presidio Branch
Anza Branch
Richmond/Senator Milton Marks Branch



BOOKMOBILE

The Bookmobile will be parked on 18th Avenue near Jefferson Elementary School several days a week and at Andronico's parking lot one morning a week.

The Bookmobile will operate two to three days a week, Tuesday through Saturday. For hours and status of operation, call 415-557-4353 or visit www.sfpl.org.

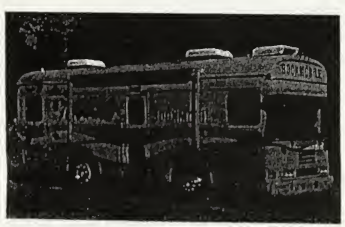
The Bookmobile will offer the following collections and services:

COLLECTIONS

- Materials for adults, teens and children
- Books in English and Chinese
- Media collection including audio CDs, DVDs, VCDs and VHS videos
- Magazine collection for home use

SERVICES

- Obtain a library card
- Borrow and return materials
- Reserve materials owned by SFPL and make interlibrary loan requests



BRANCH LIBRARY IMPROVEMENT PROGRAM

IN NOVEMBER 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. The Branch Library Improvement Program will provide the public with seismically safe, technologically updated, code compliant and accessible city-owned branch libraries in every neighborhood.

New branch libraries will be built in the Glen Park, Portola, Ingleside and Visitacion Valley neighborhoods, with groundbreakings scheduled for 2004-06. These branches are currently housed in leased facilities and will be replaced by city-owned buildings. Also, construction has begun on a branch in the new community of Mission Bay.

18 more branches are scheduled to be renovated. The first branch to be renovated, the Excelsior Branch Library, was completed and reopened in July 2005. The remaining branches are: Anza, Bayview/Anna E. Waden, Bernal Heights, Eureka Valley/Harvey Milk Memorial, Golden Gate Valley, Marina, Merced, Noe Valley/Sally Brunn, North Beach, Ortega, Park, Parkside, Potrero, Presidio, Sunset, West Portal, Richmond/Senator Milton Marks and Western Addition.

Bond funding does not cover the entire cost of the projects. Friends of the San Francisco Public Library is raising $16 million from private donations for furniture, fixtures and equipment. If you're interested in helping with this campaign, please call 415-626-7512, ext. 101.

San Francisco Public Library

INTERIM SERVICES

at the

SUNSET BRANCH LIBRARY

BRANCH LIBRARY
IMPROVEMENT PROGRAM

Interim Services at the Marina Branch Library

Interim services are scheduled to begin in October 2005.

The Marina Branch Library renovation is a part of the Branch Library Improvement Program. See back panel for more information. The renovation will include:

- A small addition at the front of the building
- Seismic strengthening
- New accessible restrooms
- New browsing and periodical areas
- Designated teen area
- Better lighting
- New furniture and shelving
- Clearer signage
- New computers
- Accessible bookdrop
- New self-check machines
- Better staff work areas
- Improved heating and ventilation

Updating the branch will enable the San Francisco Public Library to provide the Marina neighborhood with a branch library that is safe, modern and accessible to all.

For more information, call 415-557-4353.

Storytimes

The Marina Branch currently offers two weekly Storytimes. All of these Storytimes will continue during the library's closure, at the following times and locations:

Lapsits, primarily for children under 3:
Mondays, at 11:00 a.m.
at the Golden Gate Valley Branch. The Golden Gate Valley Branch is located at 1801 Green Street at Octavia.

Preschool Storytimes, primarily for children 3 – 5:
Tuesdays, at 10:15 a.m.
at the Golden Gate Valley Branch

Adult Book Group

The Marina Branch Library Book Discussion Group will meet at the Golden Gate Valley Branch on the third Thursday of the month at 7:30 p.m.

Extended Hours

The Library will extend the hours of service at the Golden Gate Valley and North Beach Branches during the Marina Branch renovations.

Golden Gate Valley Branch 355-5666
1801 Green Street (at Octavia)

Sunday	Closed
Monday	10:00 a.m. – 6:00 p.m.
Tuesday	10:00 a.m. – 6:00 p.m.
Wednesday	12:00 noon – 8:00 p.m.
Thursday	1:00 – 9:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

North Beach Branch 355-5626
2000 Mason Street (at Columbus)

Sunday	1:00 – 5:00 p.m.
Monday	12:00 noon – 6:00 p.m.
Tuesday	10:00 a.m. – 9:00 p.m.
Wednesday	1:00 – 9:00 p.m.
Thursday	10:00 a.m. – 6:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	1:00 – 6:00 p.m.

Nearby Branch Libraries

Chinatown Branch 355-2888
1135 Powell Street (near Jackson)

Sunday	1:00 – 5:00 p.m.
Monday	1:00 – 9:00 p.m.
	Children's room 1:00 – 6:00 p.m.
Tuesday	10:00 a.m. – 9:00 p.m.
	Children's room 10:00 a.m. – 8:00 p.m.
Wednesday	10:00 a.m. – 9:00 p.m.
	Children's room 10:00 a.m. – 8:00 p.m.
Thursday	10:00 a.m. – 6:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

Presidio Branch 355-2880
3150 Sacramento Street (near Baker)

Sunday	closed
Monday	closed
Tuesday	10:00 a.m. – 9:00 p.m.
Wednesday	1:00 – 9:00 p.m.
Thursday	10:00 a.m. – 6:00 p.m.
Friday	1:00 – 6:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

Bookmobile

The Bookmobile will be parked in front of the Moscone Receation Center at 1800 Chestnut Street.

The Bookmobile will offer the following collections and services:

Collections

- Materials for adults, teens and children
- Media collection including audio CDs, DVDs and VHS videos
- Magazine collection for home use

Services

- Obtain a library card
- Borrow and return materials
- Reserve materials owned by SFPL and make interlibrary loan requests
- Limited reference services on-board or by calling 415-557-4400

The Bookmobile will be at the site two or three days a week, Tuesday-Saturday. For hours and status of operation, call 415-557-4353.

Branch Library Improvement Program

In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. The Branch Library Improvement Program will provide the public with seismically safe, technologically updated, code compliant and accessible city-owned branch libraries in every neighborhood.

New branch libraries will be built in the Glen Park, Portola, Ingleside and Visitacion Valley neighborhoods, with groundbreakings scheduled for 2004-06. These branches are currently housed in leased facilities and will be replaced by city-owned buildings. Also, construction has begun on a branch in the new community of Mission Bay.

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San Francisco Public Library

Interim Services

at the

Marina Branch Library

BRANCH LIBRARY
IMPROVEMENT PROGRAM

DOCUMENTS DEPT.

NOV - 1 2005

SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, November 3, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Library Commission meeting of October 6, 2005.
Explanatory document: draft minutes

3. LIBRARY CITIZENS ADVISORY COMMITTEE DISCUSSION
(This item is to allow the Chair of the Board of Supervisors Library Citizens Advisory Committee inform the Public Library Commissioners concerning its activities.)

4. CITY LIBRARIAN'S REPORT DISCUSSION
by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: Introduction of new Branch Libraries Division North District manager; update on Library Technology and Privacy Committee; announcement regarding Gates Library Foundation grant award; Library participation in Urban Libraries Council Executive Leadership Institute; update on tours and overviews for the Library Citizen's Advisory Committee; installation of Sorenson video relay booth at main Library; Library participation in Clean Team neighborhood clean up; and summary of upcoming Library exhibits and programs.

5. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

6. LIBRARY COMMISSION MEETINGS SCHEDULE 2006 ACTION
Presentation of, discussion of, and possible action to approve a proposed schedule for regular Public Library Commission Meetings during 2006.
Explanatory Document: draft 2006 Library Commission meetings schedule

7. LABOR UNION REPORT
(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

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avin Newsom
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harles A. Higueras, A.I.A.
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even A. Coulter
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is Herrera
ty Librarian

ichael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct code sec. 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

8. NEW BUSINESS

(This item is to allow Commissioners to introduce new agenda items for consideration.)

9. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 10/31/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

San Francisco Public Library

DRAFT

SAN FRANCISCO PUBLIC LIBRARY COMMISSION
2006 MEETING SCHEDULE

First Thursday of the Month, 4:00PM

January 5, February 2, March 2,
April 6, May 4, June 1, September 7,
October 5, November 2, and
December 7, 2006

Third Thursday of the Month 4:00PM

January 19, February 16, March 16,
April 20, May 18, June 15, July 20,
August 17, September 21, October 19,
November 16, and December 21, 2006.

M. Housh, Commission Secretary 10/6/05

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT
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SAN FRANCISCO PUBLIC LIBRARY

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draft

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Connie K. Chin
Lewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, November 3, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, November 3, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Chin at 4:01 pm.

Commissioners present: Bautista, Chin, Gomez, and Kane.
Commissioners excused: Commissioners Coulter, Higueras, and Strobin
A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public commented on: their opposition to the Friends of the Library; and discussed the origins of and actions taken during decades of criticism of the Library.
Mr. Peter Warfield commented on his concerns with: a lack of staff in the self services reserves area, potential privacy issues involved with this program; and his opposition to the Library's "no browsing" policy in this area.

Ms. Florence Fung, 92 Ulloa Street, a West Portal Branch neighbor, expressed concerns: that the ongoing renovation of the Branch Library had been negatively impacting her adjoining property since May; that the work had encroached onto her property; and that she had not received answers to her many complaints about the project.

Mr. Kimo Crossman spoke about: distribution of Commission noticed=s by email; concerning outstanding public records requests; and suggested that a report listing all public records requests made available.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

An anonymous member of the public commented: on a misspelling of September in the title of the report on approval of the Minutes; questioned the accuracy of the identification of a public comment speaker; suggested that they had not spoken about their "unsuccessful" lawsuit against the Library; noted that reported comments attributed to Mr. Warfield were inaccurate; and found the Minutes in general disgraceful.
Mr. Kimo Crossman suggested making recordings of the Library Commission meetings available online.
Mr. Peter Warfield commented: that he found interesting the pervious speaker's suggestion, noted that his reported comments did not reflect his specific concerns that the Minutes over generalized discussions and were difficult to understand; and noted a lack of specificity concerning his comments about information gathered from users of the Home work Help Program.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

MOTION: by Commissioner Bautista, 2nd by Commissioner Kane for approval of the Minutes of the regular Library Commission meeting of October 6, 2005 with correction of a typographical error in the title of the Approval of the September 1, 2005 meeting minutes.

ACTION: 4-0 aye (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM #3 BOARD OF SUPERVISOR'S LIBRARY CITIZEN'S ADVISORY COMMITTEE (LCAC)

Mr. Dan Weaver, Chairman of the Board of Supervisor's Library Citizen's Advisory Committee presented resolutions making recommendations to the Library that had been adopted by the Library Citizen's Advisory Committee since it began operation in January 2005, (copies attached).

Public comment on AGENDA ITEM #3 BOARD OF SUPERVISOR'S LIBRARY CITIZEN'S ADVISORY COMMITTEE (LCAC)

Friends of the Library Executive Director Donna Bero, thanked Mr. Weaver and his colleagues for their efforts on behalf of libraries; noted regarding g that the Library has been steadily increasing funding for books and materials during recent years; that the Library was seriously addressing concerns with its potential use of RFID; and that the Branch Library Improvement Program (BLIP) had been cited for excellent management of its projects.

Commission discussion of AGENDA ITEM #3 BOARD OF SUPERVISOR'S LIBRARY CITIZEN'S ADVISORY COMMITTEE (LCAC)

Commissioner Helen Marte Bautista thanked Mr. Weaver for his briefing the Public Library Commissioners concerning the Advisory Committee's activities.

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Herrera welcomed a new member of the Library Staff, Tom Fortin, the newly selected Branch Libraries North District Manager. The City Librarian briefly discussed the work of the Library Technology & Privacy Advisory Committee before turning to Deputy City Librarian Paul Underwood who presented an overview of the next steps in the Advisory Committee's work and their draft report. Mr. Underwood lauded the dedication and hard work contributed by the members of the Library Technology & Privacy Advisory Committee activities, calling particular attention to its Chair, Lisa Schiff.

City Librarian Herrera next reported that the Library had been awarded a $153,000 Gates Foundation Grant to expand and improve computing services in the Main and Branch Libraries. The City Librarian then reported on the Library being designated as one of 20 libraries in the country to receive a fellowship from the Urban Libraries Council. He informed the Commissioners that Laura Lent would participate in a ten month program that would focus on better ways to coordinate selection policies and better attune library collections to meet the needs of our diverse communities. The City Librarian next informed the Commissioners

concerning touring of Library facilities provided to members of the Board of Supervisors Library Citizen's Advisory Committee, (LCAC). City Librarian Herrera discussed the installation of a Sorenson Video Relay Booth in the Access Services Department that would provide opportunity for deaf or hearing impaired users free of cost to communicate via high speed videophone. Mr. Herrera noted that the Library was the only library with a separate facility like this. The City Librarian then reported on an October 22nd Open House at the Library's Support Services Facility. City Librarian Herrera informed the Commissioners of Library's staff's volunteer participation in a 4 hour Saturday morning neighborhood cleanup along Park Presidion in the Richmond District.

The City Librarian concluded his report with a presentation of highlights of the upcoming exhibits and programs at the Library during December 2005.

Public comment on AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

An anonymous member of the public observed: that the Library Technology & Privacy Advisory Committee Report was not comprehensive; that this person thought their work flawed but interesting; that this person was shocked at the careless acceptance of the Gates Grant; that one of their critiques of the Library had been included in an anthology of library criticism; and that they had participated in a tour of the 190-9th Street facilities.

Mr. Kimo Crossman noted: that the Sorenson technology could be easily duplicated at home with a computer, that he recommended that the comment period on the Library Technology & Privacy Advisory Committee's Report be extended; found lack of publicity about the report; and no email and internet access address listed on materials seeking comment on the report.

Mr. Peter Warfield commented about: the tours he had attended as a member of the Boards of Supervisor's Library Citizen's Advisory Committee; aspects of the Library Technology & Privacy Advisory Committee's report; and concerning his views of how public comment should be included in the report.

Commission discussion of AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

Commissioner Kane noted that the Library Technology & Privacy Advisory Committee's report was excellent and commended following a best practices approach in seeking public comment. Commissioner Bautista urged that a wide net be cast seeking public comment on the report. The City Librarian noted that this report served to continue the Library's efforts to gather information and could serve as a spring board to future Library consideration of issues related to use of RFID technologies and that Library staff consideration of this report was underway.

Commissioner Chin applauded the Sorenson Booth as a great free resource for disabled users. Commissioner Gomez noted that the City Librarian's Report contained wonderful information and gave her "kudos" to Library staff who participated in the Clean Team volunteer neighborhood clean-up activities.

AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

Ms. Donna Bero, Executive Director of the Friend of the San Francisco Public Library offered her congratulations of the Library's successful efforts to obtain another Gates Foundation grant. The Friend's Executive Director then updated her previous report on the November 4-6th series of activities focused on the Mission Bay neighborhood. Ms. Bero then announced a fundraising benefit sponsored by the 9th & Irving Pasta

Pomodoro benefiting the Capital Campaign for renovation of the Sunset Library. The Friend's Executive Director then spoken about an October 21st "thank you" event hosted by the Friends of the Library for community volunteers and staff at the Excelsior Branch Library, noting that the Friend's proposed to host a similar event at each of the renovated and new branch libraries after they opened. Ms. Bero commended Commissioner Bautista and former Library Commissioner Dennis Normandy, now President of the Public Utilities Commission, for their efforts in raising funds for support of the special collections through their leadership on the San Francisco –Manila Sister City Committee. Ms. Bero then discussed a "One City, One Book" event with China Boy author Gus Lee, noting that the program had boosted the work onto the "best sellers" list. Ms. Bero the called attention to a November 16th event with Arnold Rampersad author of the Oxford Anthology of African American Poetry. The Friends Executive Director concluded her report lauding the work of the Library Technology & Privacy Advisory Committee.

Public comment on AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public commented: that no one give to or accept money from the Friends, noted lack of a report on the "public comment "fund and suggested the concept could be expanded to include comment offered at the Board of Supervisors; and discussed their views concerning a comment they attributed to famed author Anatol France.

Mr. Kimo Crossman expressed appreciation to the Friends for their support for libraries, and suggested that the Friends cooperate with local independent and small booksellers like Cody's Books.

Commission discussion of AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista thanked and commended the Friends of the Library for their support for our libraries and noted that the $2000 raised by the San Francisco –Manila Sister City Committee was just the first installment of a $10,000 gift. Commissioner Bautista spoke about the recent October 26th fundraising event organized by the San Francisco-Manila Sister City Committee with assistance by Marion Chatfield-Taylor of the Friends of the Library to enrich the special Philippine collection at the Excelsior Branch Library.

Commissioner Kane noted that hard work being done by the Friends to benefit neighborhood libraries calling attention to their participation in the recent Noe Valley Harvest festival.

Commissioner Gomez noted the Friend's cooperation with local booksellers and thanked the Friends for their support for the Library.

Commissioner Bautista commended the Friends for their support for and work on behalf of the new Mission Bay Branch Library.

AGENDA ITEM #6 LIBRARY COMMISSION MEETINGS SCHEDULE 2006

The Commission Secretary outlined the proposed schedule of meeting for 2006 noting that it coOntinued the Commission recent practice of holding twice monthly regular meetings on the first and third Thursdays of each month beginning at 4pm. The Commission Secretary also noted that there was only one scheduled meeting proposed for July and August 2006 on the third Thursday of those two months.

Public comment on AGENDA ITEM #6 LIBRARY COMMISSION MEETINGS SCHEDULE 2006

An anonymous member of the public commented on: the scheduling of only one meeting in July and August 2006, and recommended a return to 5:30 as the usual start time for Library Commission meetings

Mr. Peter Warfield spoke in support of beginning Library Commission meetings at 5:30pm or even later such as at 7pm as he said the Berkeley Public Library does.

Commission discussion of AGENDA ITEM #6 LIBRARY COMMISSION MEETINGS SCHEDULE 2006

MOTION: by Commissioner Bautista, 2nd by Commissioner Kane for approval of the proposed schedule of regular meeting of the Library Commission during 2006.

ACTION: 4-0 aye (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM # 7 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 8 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Kane to adjourn the regular November 3, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Bautista, Chin, Gomez, and Kane)

The Commission meeting adjourned at 5:28pm

Michael Housh, Commission Secretary 11/17/05

Please note: These are draft minutes subject to revision by the Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

Board of Supervisor's Library Citizen's Advisory Committee Resolutions
Proposed Regular Public Library Commission Meetings Schedule for 2006

Minutes of the Library Commission Meeting November3, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Library Citizens Advisory Committee
Resolutions Adopted as of November 1, 2005

1) The Library Citizens Advisory Committee recommends that the books and materials funds should reach 11% of the 2005-2006 fiscal year budget and gradually increase thereafter until 15% is reached.

2) The LCAC recommends to the Board of Supervisors that no money should be allocated for RFID until the SFPL satisfies health, privacy, workability of RFID, and cost-benefit analysis concerns to the satisfaction of the LCAC.

3) The LCAC recommends that SFPL adhere to the Branch Library Improvement Program as developed in public meetings and as reflected by the BLIP architectural plans for each branch. The plans incorporate technical, mechanical, ADA and seismic upgrades as well as modest expansions to offset space lost to the upgrades.

The LCAC further recommends that SFPL staff fully disclose to the communities that budget shortfalls are occurring, seek additional funding sources and consider extending project time periods.

The LCAC further recommends that the General Obligation Bond Oversight Committee review the BLIP fiscal shortfall situation.

4) The LCAC strongly endorses the proposed Every Child Ready to Read program and urges its deployment as quickly as possible in Fiscal Year 2005-2006.

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San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION
2006 MEETING SCHEDULE
(As approved November 3, 2005)

First Thursday of the Month, 4:00PM

January 5, February 2, March 2,
April 6, May 4, June 1, September 7,
October 5, November 2, and
December 7, 2006

Third Thursday of the Month 4:00PM

January 19, February 16, March 16,
April 20, May 18, June 15, July 20,
August 17, September 21, October 19,
November 16, and December 21, 2006.

* There will be only one scheduled regular meeting of the San Francisco Public Library Commission during July and August 2006.

M. Housh, Commission Secretary 11/4/05

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO
PUBLIC LIBRARY

avin Newsom
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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, November 3, 2005.
(As approved amended December 1, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, November 3, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Chin at 4:01 pm.

Commissioners present: Bautista, Chin, Gomez, and Kane.
Commissioners excused: Commissioners Coulter, Higueras, and Strobin
A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public commented on: their opposition to the Friends of the Library; and discussed the origins of and actions taken during decades of criticism of the Library.
Mr. Peter Warfield commented on his concerns with: a lack of staff in the self services reserves area, potential privacy issues involved with this program; and his opposition to the Library's "no browsing" policy in this area.

Ms. Florence Fung, 92 Ulloa Street, a West Portal Branch neighbor, expressed concerns: that the ongoing renovation of the Branch Library had been negatively impacting her adjoining property since May; that the work had encroached onto her property; and that she had not received answers to her many complaints about the project.

Mr. Kimo Crossman spoke about: distribution of Commission notices by email; concerning public records requests; and suggested that a report listing all outstanding public records requests be made available.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

An anonymous member of the public commented: on a misspelling of September in the title of the report on approval of the Minutes; questioned the accuracy of the identification of a public comment speaker; suggested that they had not spoken about their "unsuccessful" lawsuit against the Library; noted that reported comments attributed to Mr. Warfield were inaccurate; and found the Minutes in general disgraceful.
Mr. Kimo Crossman suggested making recordings of the Library Commission meetings available online.
Mr. Peter Warfield commented: that he found interesting the pervious speaker's suggestion; noted that his reported comments did not reflect his specific concerns that the Minutes over generalized discussions and were difficult to understand; and noted a lack of specificity concerning his comments about information gathered from users of the Home work Help Program.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

MOTION: by Commissioner Bautista, 2nd by Commissioner Kane for approval of the Minutes of the regular Library Commission meeting of October 6, 2005 with correction of a typographical error in the title of the Approval of the September 1, 2005 meeting minutes.

ACTION: 4-0 aye (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM #3 BOARD OF SUPERVISOR'S LIBRARY CITIZEN'S ADVISORY COMMITTEE (LCAC)

Mr. Dan Weaver, Chairman of the Board of Supervisor's Library Citizen's Advisory Committee presented resolutions making recommendations to the Library that had been adopted by the Library Citizen's Advisory Committee since it began operation in January 2005, (copies attached).

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Friends of the Library Executive Director Donna Bero, thanked Mr. Weaver and his colleagues for their efforts on behalf of libraries; noted regarding g that the Library has been steadily increasing funding for books and materials during recent years; that the Library was seriously addressing concerns with its potential use of RFID; and that the Branch Library Improvement Program (BLIP) had been cited for excellent management of its projects.

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Commissioner Helen Marte Bautista thanked Mr. Weaver for his briefing the Public Library Commissioners concerning the Advisory Committee's activities.

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Herrera welcomed a new member of the Library Staff, Tom Fortin, the newly selected Branch Libraries North District Manager. The City Librarian briefly discussed the work of the Library Technology & Privacy Advisory Committee before turning to Deputy City Librarian Paul Underwood who presented an overview of the next steps in the Advisory Committee's work and their draft report. Mr. Underwood lauded the dedication and hard work contributed by the members of the Library Technology & Privacy Advisory Committee activities, calling particular attention to its Chair, Lisa Schiff.

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needs of our diverse communities. The City Librarian next informed the Commissioners concerning touring of Library facilities provided to members of the Board of Supervisors Library Citizen's Advisory Committee, (LCAC). City Librarian Herrera discussed the installation of a Sorenson Video Relay Booth in the Access Services Department that would provide opportunity for deaf or hearing impaired users free of cost to communicate via high speed videophone. Mr. Herrera noted that the Library was the only library with a separate facility like this. The City Librarian then reported on an October 22nd Open House at the Library's Support Services Facility. City Librarian Herrera informed the Commissioners of Library's staff's volunteer participation in a 4 hour Saturday morning neighborhood cleanup along Park Presidion in the Richmond District.

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Commissioner Gomez noted the Friend's cooperation with local booksellers and thanked the Friends for their support for the Library.

Commissioner Bautista commended the Friends for their support for and work on behalf of the new Mission Bay Branch Library.

AGENDA ITEM #6 LIBRARY COMMISSION MEETINGS SCHEDULE 2006

The Commission Secretary outlined the proposed schedule of meeting for 2006 noting that it coOntinued the Commission recent practice of holding twice monthly regular meetings on the first and third Thursdays of each month beginning at 4pm. The Commission Secretary also noted that there was only one scheduled meeting proposed for July and August 2006 on the third Thursday of those two months.

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Mr. Peter Warfield spoke in support of beginning Library Commission meetings at 5:30pm or even later such as at 7pm as he said the Berkeley Public Library does.

Commission discussion of AGENDA ITEM #6 LIBRARY COMMISSION MEETINGS SCHEDULE 2006

MOTION: by Commissioner Bautista, 2nd by Commissioner Kane for approval of the proposed schedule of regular meeting of the Library Commission during 2006.

ACTION: 4-0 aye (Bautista, Chin, Gomez, and Kane)

AGENDA ITEM # 7 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 8 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Kane to adjourn the regular November 3, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Bautista, Chin, Gomez, and Kane)

The Commission meeting adjourned at 5:28pm

Michael Housh, Commission Secretary 12/2/05

Please note: Amendments to these Minutes are presented in alternative typeface. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

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ATTACHMENTS:

Board of Supervisor's Library Citizen's Advisory Committee Resolutions
Proposed Regular Public Library Commission Meetings Schedule for 2006

Minutes of the Library Commission Meeting November3, 2005
Appendix A

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Resolutions Adopted as of November 1, 2005

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The LCAC further recommends that the General Obligation Bond Oversight Committee review the BLIP fiscal shortfall situation.

4) The LCAC strongly endorses the proposed Every Child Ready to Read program and urges its deployment as quickly as possible in Fiscal Year 2005-2006.

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San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY COMMISSION
2006 MEETING SCHEDULE
(As approved November 3, 2005)

First Thursday of the Month, 4:00PM

January 5, February 2, March 2,
April 6, May 4, June 1, September 7,
October 5, November 2, and
December 7, 2006

Third Thursday of the Month 4:00PM

January 19, February 16, March 16,
April 20, May 18, June 15, July 20,
August 17, September 21, October 19,
November 16, and December 21, 2006.

* There will be only one scheduled regular meeting of the San Francisco Public Library Commission during July and August 2006.

M. Housh, Commission Secretary 11/4/05

DOCUMENTS DEPT.

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SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, November 17, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of October 20, 2005.
Explanatory documents: draft minutes

3. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

4. BOND PROGRAM MANAGER'S REPORT DISCUSSION
(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Ingleside & Potrero Branch Libraries Peer Review Response.
Explanatory documents: current Budget Report and Branch Library Summary Schedules

5. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 11/14/05

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

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SAN FRANCISCO
PUBLIC LIBRARY

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, November 17, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, November 17, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:07 pm.

Commissioners present: Chin, Coulter, Higueras, Gomez, and Strobin.
A quorum was present. Commissioners Bautista and Kane were excused attendance.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public commented: against contributing to, or accepting money from, the Friends of the Library; and continued a recitation of their thirty year history of opposition to the Library.

Ms. Florence Fung, West Portal Branch neighbor spoke about: complaints about the ongoing renovation project at the branch library; and her requests for information from the City Departments responsible for overseeing the project.

Mr. Peter Warfield commented on: his concerns with the self service reserves program; especially as they related to program staffing and user privacy issues.

Ms. Deborah Doyle Friends of the Library, spoke about: Friends Capital Campaign for neighborhood libraries programs including a weekend Mission Bay neighborhood program, and a Glen Park "oysters, art, and authors" event. Ms. Doyle also noted a reception honoring Oxford Dictionary of African American Poetry author Arnold Rampersad.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

An anonymous member of the public commented: these Minutes were better but still bad; cited a dearth of detail and in particular pointed to unreported details of remarks on three specific points this person attributed to Mauricio Vela.

Mr. Peter Warfield spoke about: these Minutes lacking in detail and being inaccurate; offered a clarification concerning his comments related to Library holdings on RFID, suggesting that he had meant that reading print was less difficult that reading materials available only in an online format.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

MOTION: by Commissioner Chin, 2nd Commissioner Strobin for approval of the Minutes of the regular Public Library Commission meeting of October 20, 2005.

ACTION: 5-0 AYE (Chin, Coulter, Higueras, Gomez, and Strobin)

AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Friends of the Library Executive Director Donna Bero noted this was an unusual mid-month "Friend's Report" and explained that it was to allow announcement of a wonderful gift to the Library. Ms. Bero then introduced Brian Spooner, Friend's Fort Mason Book Center Manager who provided background about new addition to the Library's Special Collections. Mr. Spooner then introduced Library benefactor and the well regarded San Francisco Author of Boonville and Goat, Robert Miller Anderson, who then presented his most recent gift of the third and final volume completing set of modern translations of Dante's Divine Comedy in lavishly illustrated specially printed edition to Library's Rare and Special Printed Book Collection. It was reported this volumn followed the two previous volumes in this special edition that Mr. Anderson had also presented to the Library. Mr. Anderson noted that it was important that these wonderful books be available to the public so that others could be inspired and benefit as he had from his involvement with the Friends and the Library.

Chief of the Main Library Kathy Lawhun, Special Collection's Manager Asa Peavy, and City Archivist and San Francisco History Center Manager Susan Goldstein formally accepted this gift on behalf of the Library.

Public comment on AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public commented: that Mr. Anderson should have given these books directly to Library not through the Library Foundation; expressed disappointment at the lack of report on the "public comment" fund; wondered if this gift was in the original Italian or a translation; and that they supported the donation of books to the Library.

Mr. Peter Warfield noted: that he looked forward to examining the books; that gifts such as this allowed people to have access to rare books otherwise unavailable; inquired concerning a previous book donation project sponsored by a former Mayor; and said he was glad for additions to the Library's book collections.

Commissioners' discussion of AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

City Librarian Luis Herrera expressed the Library's thanks and appreciation to Mr. Anderson for these generous and wonderful gifts. President Higueras and Vice President Coulter joined in lauding Mr. Anderson's generosity. Commissioner Chin noted that this gift was a fitting rejoinder to those who opposed donations to the Friends of the Library.

AGENDA ITEM #4 BLIP MANAGER'S REPORT

Marilyn Thompson, Branch Library Improvement Program Manager reported her regular monthly reports on: the BLIP Schedule; the current Budget; and new and renovation projects Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $38,471,990 of Bond Program Funds to date.

Ms. Thompson noted that no informational report would be presented at this meeting, but that there would be special reports in response to the Peer Panel Reviews of the proposed designs for the Ingleside and Potrero Branch Libraries. Ms. Thompson next reported on each of the current Branch Library Improvement Program's active projects: new construction; renovations; ongoing construction update, and recent and upcoming BLIP community outreach activities, (copy attached).

The BLIP Manager then presented two special reports updating the Commissioners' concerning staff's efforts to respond to the Peer Review Panelist's and Library Commissioner's comments and suggestions in response to the Peer Panel presentations on the Ingleside and Potrero Branch Libraries.

Public comment on AGENDA ITEM #4 BLIP MANAGER'S REPORT

An anonymous member of the public commented on: this follow up was not a comprehensive as they would have wished; found labeling the slides presented useful; that they were concerned that the Glen Park project had not yet gone out for bids; decried the lack of written copies of the Peer Panelists comments on these projects; and found the proposed designs for the new Ingleside Branch Library industrial and not in harmony with the surrounding neighborhood.

Mr. Dick Miller, Potrero Hill resident and branch library user, spoke about: the potential to fully extend the second floor to add additional space in this very small branch library.

Ms. Christina R. Quiroz, Potrero Branch Library Representative on the Council of Neighborhood Libraries (CNL) noted: she favored the proposed revised designs; and urged that the renovation project get underway sooner rather than later.

Mr. Peter Warfield commented: on the importance of being able to track proposed design changes over time; and suggested again that the Peer Panelists participate in the process of response to their comments and suggestions.

Commission discussion of AGENDA ITEM #4 BLIP MANAGER'S REPORT

Vice President Coulter inquired about and was informed concerning the status of relocation of the San Francisco City College Preschool currently using space in the Bernal Heights Branch. Vice President Coulter found the proposed Ingleside designs and the redesign for the Potrero Branch Library improved, noting the importance to the community of access to meeting rooms in the evenings. Commissioner Chin reported that the Revere School was a fairly large two building complex including kitchens and multiple bathroom facilities that could easily accommodate the Preschool Program. President Higueras agreed that the Revere School site offered a far better available space for the Preschool's needs.

In response to a question by President Higueras, Ms. Thompson discussed an ongoing dispute with a neighboring homeowner and the related security concerns at the West Portal Branch Library renovation project. Deputy City Attorney Catharine Barnes explained that responsibility and authority to address this situation fell under the jurisdiction of the Department of Public Works rather than the Library. President Higueras offered his help and expressed hope that a fair compromise could be achieved to resolve this matter.

Responding to a final question from President Higueras, Ms. Thompson explained why the second floor of the Potrero Branch Library could not be brought further forward as was suggested.

AGENDA ITEM #5 ADJOURNMENT

MOTION: by Commissioner Coulter, 2nd Commissioner Strobin to adjourn the regular November 17, 2005 Public Library Commission meeting.

ACTION: AYE 5-0 (Chin, Coulter, Gomez, Higueras, and Strobin)

The Commission meeting adjourned at 5:38pm.

Michael Housh, Commission Secretary as revs'd. 12/6/05

Please note: These are draft Minutes subject to revision by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:
BLIP Program Manager's Report slides
BLIP Program Budget, Schedule, and Construction Reports

Minutes of the Library Commission Meeting November 17, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

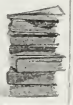
Library Commission
November 17, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports



Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Public Art Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DPE increased $115,281
10-16-03 Added Moving Budgets to SSF & EXC
02-19-04 Added Library Preservation Fund $500K
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PPE, SUN; updated revenues from Prop 14
05-05-05 MVA increased up to $677,818
09-15-05 Added Moving Budgets to MBA, EXC, MAR, MVA, RIC, WPO, WSA; increased Public Art from RIC, POT
TODAY No changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Design Development Phase – Budget
  - 100% SD approved by State
  - Peer Review response
- Portola
  - Design Development Phase
  - Civic Design Review Phase 2 Approved

Active Projects Reports
Renovations

- Excelsior
  - Opened 7/8/05
  - Close out phase
- West Portal
  - Construction start 3/05
  - Board of Appeals hearing
  - Added costs
- Marina
  - Construction start 10/05
- Sunset
  - Construction start 11/05

Active Projects Reports
Renovations

- Noe Valley
  - Bids due 11/23
- Presidio Retaining Wall
  - Bids due 12/7
- Western Addition
  - Construction Document Phase
  - Interim Services

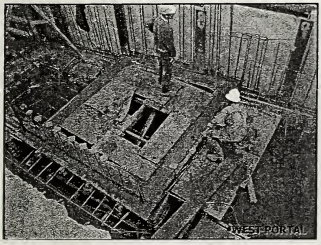
Active Projects Reports
Renovations

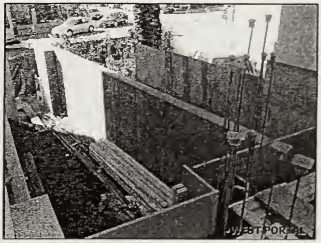
- Richmond
  - Construction Document Phase
  - Next OLC submittal - 95% CD
- Bernal Heights
  - Schematic Design Phase - Redesign
  - Bond funds for Library services only
- Potrero
  - Design Development Phase - hold
  - Peer Review Response
  - Variance or Re-zoning

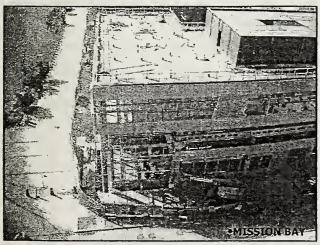
Active Projects Reports
Renovations

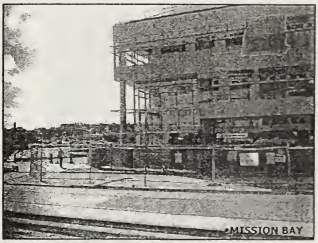
- Eureka Valley
  - Conceptual Design Phase
- Ortega
  - Conceptual Phase - hold

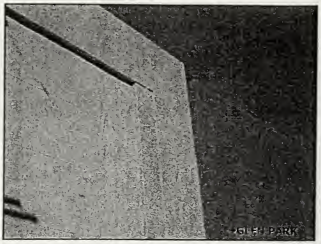
Construction Reports







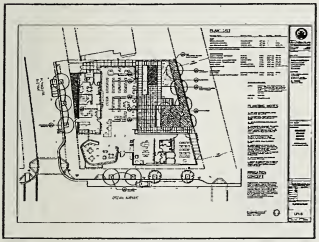


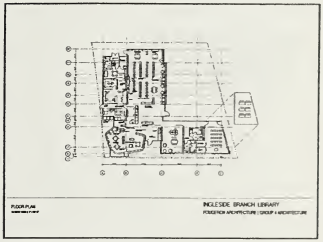


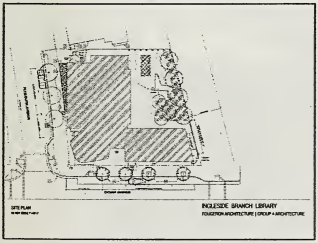
Community Outreach Update

- BLIP events:
  12/7 Potrero Public Art Selection Panel
- Other events and / or Library presence:
  11/5 Supervisor Maxwell's Town Hall
  11/9 Railroad Station Master Planning
- Related Boards/Commissions:
  11/7 Arts Commission (POR)
  11/21 Civic Design Review (WSA)
  11/9 Board of Appeals (WPO)
- Other Outreach:
  Website
  Bulletin Board – Sixth Floor

Special Reports -
Ingleside Branch Library
Peer Review Response

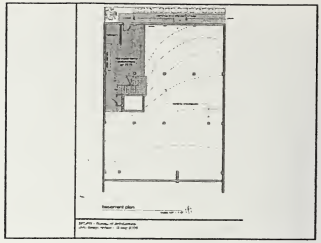




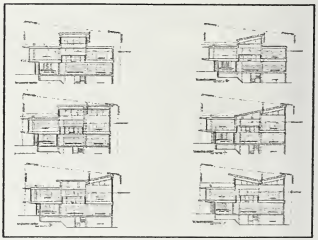


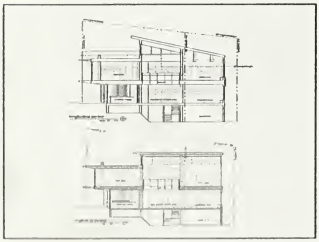
Special Reports -
Potrero Branch Library
Peer Review Response

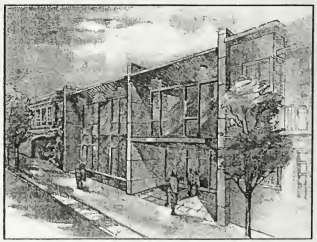
- Sell & relocate branch
  - $7 to $9 million more
  - 5 years closed to the public
  - Not competitive for State funding
- Demolish & rebuild branch
  - Added cost of demolition & shoring
  - Loss of 850 square feet
- Develop basement
  - $650K more

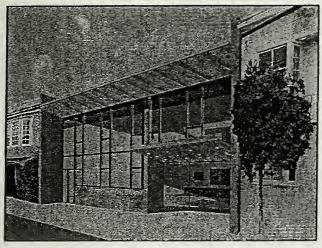


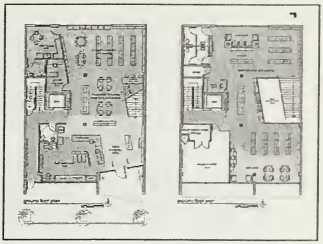
- Renovate & extend 2nd floor
  - Meets budget
  - Meets Bond Program mandates
  - Meets community expectations











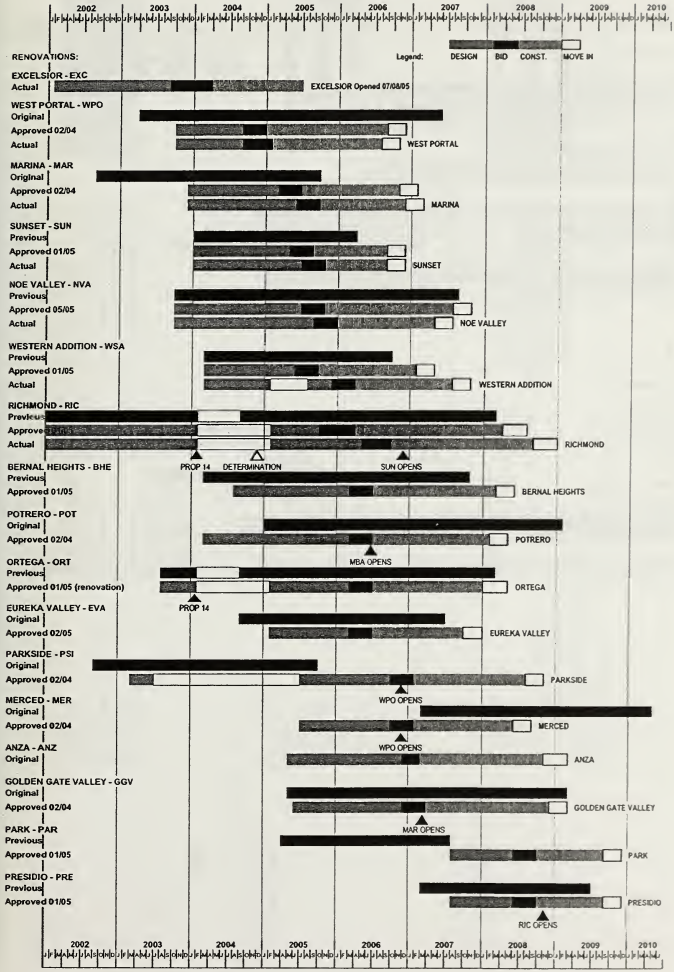
Adjournment

No[illegible]r 17, 2005

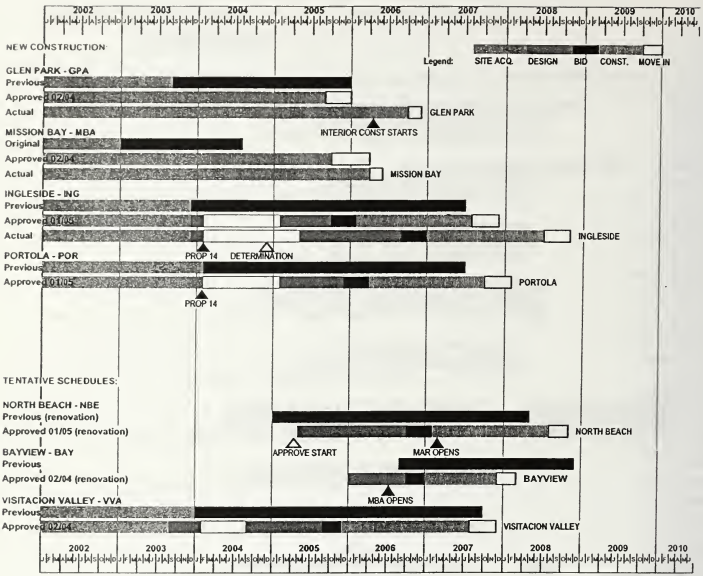
Branch	BUDGET		REVENUE FUND STRATEGY				EXPENDITURES/ENCUMBRANCES	
	Baseline Budget (10/01)	Approved Budget (09/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 31-Oct-05 B	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000		200,000 (5)	4,881,000	314,852	7,432
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,878	122
Mission Bay	3,350,000	3,967,000	3,957,000		10,000 (7)	3,967,000	3,736,215	7,169
Portola	4,570,000	4,818,520	4,388,000		430,520 (5)	4,818,520	1,877,730	(1)
Visitacion Valley	5,320,000	5,884,500	5,826,500		58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000		70,342 (6)	8,946,342	8,835,247	3,072
SUBTOTAL	*31,460,000*	*34,249,217*	*30,013,777*	*3,466,578*	*768,862*	*34,249,217*	*19,556,994*	*17,794*
Renovations								
Anza	4,740,000	4,503,000	4,503,000		-	4,503,000		
Bayview	3,820,000	3,629,000	3,629,000		-	3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		-	5,082,500	199,913	5,124
Eureka Valley	4,580,000	4,351,000	4,351,000		-	4,351,000	49,358	18,679
Excelsior	3,820,000	3,655,648	3,629,000		26,648 (7)	3,655,648	3,557,288	4,005
Golden Gate Valley	5,340,000	5,073,000	5,073,000		-	5,073,000		
Marina	4,110,000	3,924,500	3,904,500		20,000 (7)	3,924,500	3,090,674	2,479,532
Merced	4,200,000	3,990,000	3,990,000		-	3,990,000		
Noe Valley	4,410,000	4,882,318	4,862,318		20,000 (7)	4,882,318	812,990	9,194
North Beach	3,460,000	3,763,600	3,287,000		476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000		-	3,382,000	128,956	-
Park	1,310,000	1,310,000	1,244,500		65,500 (5)	1,310,000		
Parkside	2,860,000	3,236,000	3,236,000		-	3,236,000	89,595	
Potrero	4,230,000	3,968,500	3,968,500		-	3,968,500	127,286	911
Presidio	1,530,000	1,530,000	1,453,500		76,500 (5)	1,530,000	137,223	1,071
Richmond	7,630,000	9,032,642	1,127,606	5,485,036	2,420,000 (2) (7)	9,032,642	1,302,164	41,619
Sunset	1,490,000	1,510,000	1,415,500		94,500 (5) (7)	1,510,000	1,100,369	817,622
West Portal	4,110,000	4,574,500	4,554,500		20,000 (7)	4,574,500	3,988,663	24,440
Western Addition	3,430,000	3,278,500	3,258,500	-	20,000 (7)	3,278,500	325,963	43,940
SUBTOTAL	*74,000,000*	*74,676,708*	*65,951,924*	*5,485,036*	*3,239,748*	*74,676,708*	*14,929,250*	*3,446,137*
Program-Wide Services & Costs								
Library Program Costs	800,000	800,000	800,000			800,000	705,436	830
Program Consultants	750,000	750,000	750,000			750,000	339,167	9,187
City Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,745,082	37,398
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		362,000	302,000		60,000 (7)	362,000	173,031	2,388
Moving & Interim Services	4,360,000	711,752	328,400		383,352 (4) (7)	711,752	443,522	171,147
Furniture & Equipment Reserv	15,000,000	16,000,000	-	759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	344,227	16,177
Program Reserve	1,675,000	1,833,479	1,583,618		899,861 (5) (7)	2,483,479		
SUBTOTAL	*27,805,000*	*26,592,512*	*9,899,299*	*759,170*	*17,343,213*	*28,001,682*	*3,985,746*	*237,128*
TOTAL	133,265,000	135,518,437	105,865,000	9,710,784	21,351,823	136,927,607	38,471,990	3,701,059

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)
(7) Library Preservation Fund appropriated FY 05/06 ($650,000)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005
Commission Meeting November 17, 2005



Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005
Commission Meeting November 17, 2005



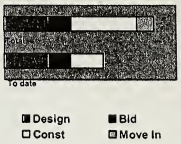
West Portal Branch

900 Ulloa Street

District/Supervisor:
7 / Elsbernd
Architect:
Thomas Hacker Architects
Contractor:
MH Construction

Award:	**$2,980,000**
Change Orders:	**$0**
Total Contract:	**$2,980,000**
Payments:	**$275,523**
Duration:	**460 days**
Extensions:	**0 days**
Total Duration:	**460 days**
Substantial:	**4/10/06**
Final Compl:	**6/9/06**

Concrete walls
Underground utilities
Change orders pending: 2 month non-compensatory extension for permit delays, add Ardex floor leveling compound $46k



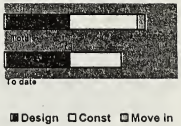
Mission Bay Branch

4th and Berry Streets

District/Supervisor:
6 / Daly
Architect:
Santos Prescott
Hardison Komatsu Ivelich & Tucker
Contractor:
Cahill Construction
Developer:
Mercy Housing
SF Redevelopment Agency

Award:	**$2,433,636**
Change Orders:	**$19,071**
Total Contract:	**$2,452,707**
Payments:	**$1,412,056**
Duration:	**698 days**
Extensions:	**85 days**
Total Duration:	**783 days**
Substantial:	**03/01/06**

Framing complete
Curtain wall complete
Sheet rock installation
Plumbing & electrical installation
Change order pending: various interior changes such as flooring system, mecho shades



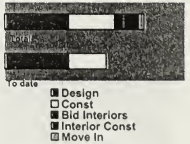
Glen Park Branch

2815 Diamond Street

District/Supervisor:
8 / Dufty
Architect:
Sternberg Benjamin (shell)
Tom Eliot Fisch (interior)
Bureau of Architecture (interior)
Contractor/Developer (shell):
Diamond LLC
Contractor (Interior):
TBD

Purchase Price:	**$3,361,000**
Est'd Completion of Shell:	**12/31/05**

Exterior plastering & masonry
Interior framing
Sprinkler system
No payments made till finished
Design of interior construction proceeding. Bid winter 2005.



Branch	Contacts	Statistics		Activities	Schedule
Marina Branch 1890 Chestnut Street	**District/Supervisor:** 2 / Alioto Pier **Architect:** Tom Eliot Fisch / Field Paoli **Contractor:** Trico Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	$2,393,700 $0 $2,393,700 $0 425 days 0 days 425 days 10/31/06 12/29/06	NTP issued 10/31 Demolition and brick salvage Contractor's trailers burglarized	 ■ Design ■ Bid □ Const ▣ Move In
Sunset Branch 1305 18th Avenue	**District/Supervisor:** 5 / Mirkarimi **Architect:** Fougeron Architecture **Contractor:** Cooper Pugeda Management	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	$796,888 $0 $796,888 $0 300 days 0 days 300 days 7/11/06 9/9/06	Move out complete Abatement complete NTP issued 11/14	 ■ Design ■ Bid □ Const ▣ Move In

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
DEC 16 2005
SAN FRANCISCO PUBLIC LIBRARY

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#2
11/17/05
Approved

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Steven A. Coulter
Vice President

Helen Marte Bautista
Lonnie K. Chin
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, November 17, 2005.
(As approved amended December 15, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, November 17, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:07 pm.

Commissioners present: Chin, Coulter, Higueras, Gomez, and Strobin.
A quorum was present. Commissioners Bautista and Kane were excused attendance.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public commented: against contributing to, or accepting money from, the Friends of the Library; and continued a recitation of their thirty year history of involvement with the Library.

Ms. Florence Fung, West Portal Branch neighbor spoke about: complaints about the ongoing renovation project at the branch library; and her requests for information from the City Departments responsible for overseeing the project.

Mr. Peter Warfield commented on: his concerns with the self service reserves program; especially as they related to program staffing and user privacy issues.

Ms. Deborah Doyle Friends of the Library, spoke about: Friends Capital Campaign for neighborhood libraries programs including a weekend Mission Bay neighborhood program, and a Glen Park "oysters, art, and authors" event. Ms. Doyle also noted a reception honoring Oxford Dictionary of African American Poetry author Arnold Rampersad.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

An anonymous member of the public commented: these Minutes were better but still bad; cited a dearth of detail and in particular pointed to unreported details of remarks on three specific points this person attributed to Mauricio Vela.

Mr. Peter Warfield spoke about: these Minutes lacking in detail and being inaccurate; offered a clarification concerning his comments related to Library holdings on RFID, suggesting that he had meant that reading print was less difficult that reading materials available only in an online format.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF SEPTEMBER 15, 2005

MOTION: by Commissioner Chin, 2nd Commissioner Strobin for approval of the Minutes of the regular Public Library Commission meeting of October 20, 2005.

ACTION: 5-0 AYE (Chin, Coulter, Higueras, Gomez, and Strobin)

AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Friends of the Library Executive Director Donna Bero noted this was an unusual mid-month "Friend's Report" and explained that it was to allow announcement of a wonderful gift to the Library. Ms. Bero then introduced Brian Spooner, Friend's Fort Mason Book Center Manager who provided background about new addition to the Library's Special Collections. Mr. Spooner then introduced Library benefactor and the well regarded San Francisco Author of Boonville and Goat, Robert Miller Anderson, who then presented his most recent gift of the third and final volume completing set of modern translations of Dante's Divine Comedy in lavishly illustrated specially printed edition to Library's Rare and Special Printed Book Collection. It was reported this volumn followed the two previous volumes in this special edition that Mr. Anderson had also presented to the Library. Mr. Anderson noted that it was important that these wonderful books be available to the public so that others could be inspired and benefit as he had from his involvement with the Friends and the Library.

Chief of the Main Library Kathy Lawhun, Special Collection's Manager Asa Peavy, and City Archivist and San Francisco History Center Manager Susan Goldstein formally accepted this gift on behalf of the Library.

Public comment on AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public commented: that Mr. Anderson should have given these books directly to Library not through the Library Foundation; expressed disappointment at the lack of report on the "public comment" fund; wondered if this gift was in the original Italian or a translation; and that they supported the donation of books to the Library.

Mr. Peter Warfield noted: that he looked forward to examining the books; that gifts such as this allowed people to have access to rare books otherwise unavailable; inquired concerning a previous book donation project sponsored by a former Mayor; and said he was glad for additions to the Library's book collections.

Commissioners' discussion of AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

City Librarian Luis Herrera expressed the Library's thanks and appreciation to Mr. Anderson for these generous and wonderful gifts. President Higueras and Vice President Coulter joined in lauding Mr. Anderson's generosity. Commissioner Chin noted that this gift was a fitting rejoinder to those who opposed donations to the Friends of the Library.

AGENDA ITEM #4 BLIP MANAGER'S REPORT

Marilyn Thompson, Branch Library Improvement Program Manager reported her regular monthly reports on: the BLIP Schedule; the current Budget; and new and renovation projects Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $38,471,990 of Bond Program Funds to date.

Ms. Thompson noted that no informational report would be presented at this meeting, but that there would be special reports in response to the Peer Panel Reviews of the proposed designs for the Ingleside and Potrero Branch Libraries. Ms. Thompson next reported on each of the current Branch Library Improvement Program's active projects: new construction; renovations; ongoing construction update, and recent and upcoming BLIP community outreach activities, (copy attached).

The BLIP Manager then presented two special reports updating the Commissioners' concerning staff's efforts to respond to the Peer Review Panelist's and Library Commissioner's comments and suggestions in response to the Peer Panel presentations on the Ingleside and Potrero Branch Libraries.

Public comment on AGENDA ITEM #4 BLIP MANAGER'S REPORT

An anonymous member of the public commented on: this follow up was not a comprehensive as they would have wished; found labeling the slides presented useful; that they were concerned that the Glen Park project had not yet gone out for bids; decried the lack of written copies of the Peer Panelists comments on these projects; and found the proposed designs for the new Ingleside Branch Library industrial and not in harmony with the surrounding neighborhood.

Mr. Dick Miller, Potrero Hill resident and branch library user, spoke about: the potential to fully extend the second floor to add additional space in this very small branch library.

Ms. Christina R. Quiroz, Potrero Branch Library Representative on the Council of Neighborhood Libraries (CNL) noted: she favored the proposed revised designs; and urged that the renovation project get underway sooner rather than later.

Mr. Peter Warfield commented: on the importance of being able to track proposed design changes over time; and suggested again that the Peer Panelists participate in the process of response to their comments and suggestions.

Commission discussion of AGENDA ITEM #4 BLIP MANAGER'S REPORT

Vice President Coulter inquired about and was informed concerning the status of relocation of the San Francisco City College Preschool currently using space in the Bernal Heights Branch. Vice President Coulter found the proposed Ingleside designs and the redesign for the Potrero Branch Library improved, noting the importance to the community of access to meeting rooms in the evenings. Commissioner Chin reported that the Revere School was a fairly large two building complex including kitchens and multiple bathroom facilities that could easily accommodate the Preschool Program. President Higueras agreed that the Revere School site offered a far better available space for the Preschool's needs.

In response to a question by President Higueras, Ms. Thompson discussed an ongoing dispute with a neighboring homeowner and the related security concerns at the West Portal Branch Library renovation project. Deputy City Attorney Catharine Barnes explained that responsibility and authority to address this situation fell under the jurisdiction of the Department of Public Works rather than the Library. President Higueras offered his help and expressed hope that a fair compromise could be achieved to resolve this matter.

Responding to a final question from President Higueras, Ms. Thompson explained why the second floor of the Potrero Branch Library could not be brought further forward as was suggested.

AGENDA ITEM #5 ADJOURNMENT

MOTION: by Commissioner Coulter, 2nd Commissioner Strobin to adjourn the regular November 17, 2005 Public Library Commission meeting.

ACTION: AYE 5-0 (Chin, Coulter, Gomez, Higueras, and Strobin)

The Commission meeting adjourned at 5:38pm.

Michael Housh, Commission Secretary. 12/16/05

Please note: Amendments to these minutes are presented in alternative typeface. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's Report slides
BLIP Program Budget, Schedule, and Construction Reports

Minutes of the Library Commission Meeting November 17, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

Library Commission
November 17, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Public Art Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VYA increased $716,000
06-26-03 DPE increased $115,281
10-16-03 Added Moving Budgets to SSF & EXC
02-19-04 Added Library Preservation Fund $500k
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POF, MBE, GPA, PAR, PPE, SUN; updated revenues from Prop 14
05-05-05 NVA increased up to $672,818
09-15-05 Added Moving Budgets to MBA, EXC, MAR, NVA, RIC, WPO, WSA, increased Public Art from RIC, POF
TODAY No changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Design Development Phase – Budget
  - 100% SD approved by State
  - Peer Review response
- Portola
  - Design Development Phase
  - Civic Design Review Phase 2 Approved

Active Projects Reports
Renovations

- Excelsior
  - Opened 7/8/05
  - Close out phase
- West Portal
  - Construction start 3/05
  - Board of Appeals hearing
  - Added costs
- Marina
  - Construction start 10/05
- Sunset
  - Construction start 11/05

Active Projects Reports
Renovations

- Noe Valley
  - Bids due 11/23
- Presidio Retaining Wall
  - Bids due 12/7
- Western Addition
  - Construction Document Phase
  - Interim Services

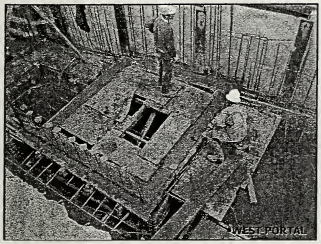
Active Projects Reports
Renovations

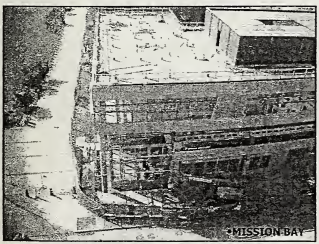
- Richmond
  - Construction Document Phase
  - Next OLC submittal - 95% CD
- Bernal Heights
  - Schematic Design Phase - Redesign
  - Bond funds for Library services only
- Potrero
  - Design Development Phase - hold
  - Peer Review Response
  - Variance or Re-zoning

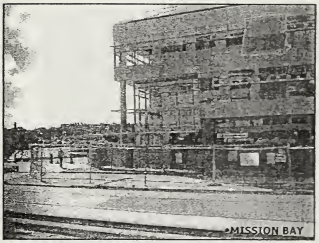
Active Projects Reports
Renovations

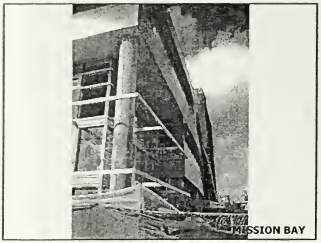
- Eureka Valley
  - Conceptual Design Phase
- Ortega
  - Conceptual Phase - hold

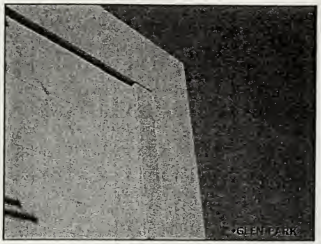
Construction Reports

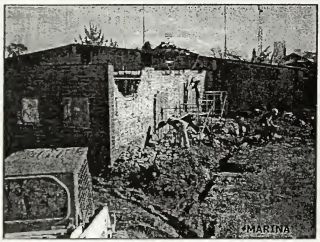


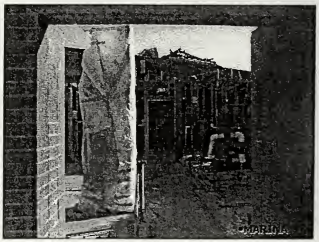


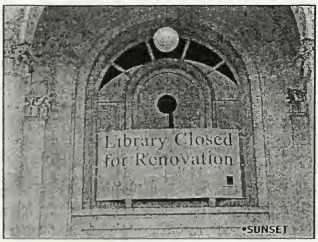








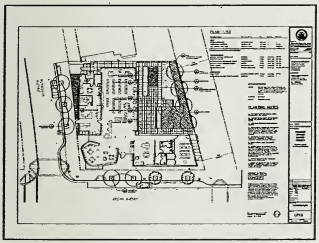


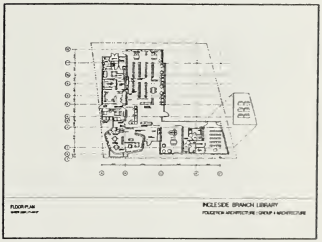


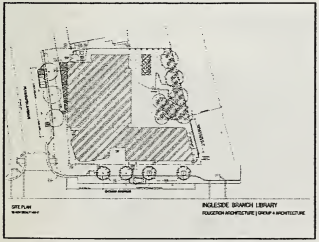
Community Outreach Update

- BLIP events:
  12/7 Potrero Public Art Selection Panel
- Other events and / or Library presence:
  11/5 Supervisor Maxwell's Town Hall
  11/9 Balboa Station Master Planning
- Related Boards/Commissions:
  11/7 Arts Commission (POR)
  11/21 Civic Design Review (WSA)
  11/9 Board of Appeals (WPO)
- Other Outreach:
  Website
  Bulletin Board – Sixth Floor

Special Reports -
Ingleside Branch Library
Peer Review Response

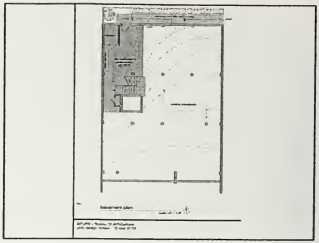




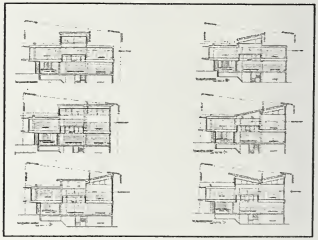


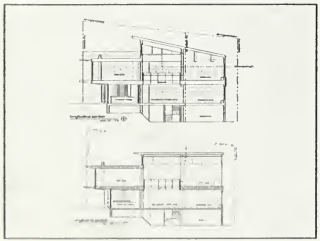
Special Reports -
Potrero Branch Library
Peer Review Response

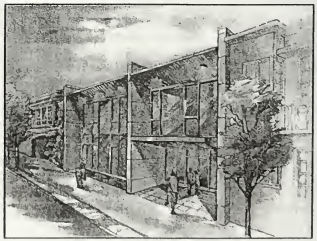
- Sell & relocate branch
  - $7 to $9 million more
  - 5 years closed to the public
  - Not competitive for State funding
- Demolish & rebuild branch
  - Added cost of demolition & shoring
  - Loss of 850 square feet
- Develop basement
  - $650K more

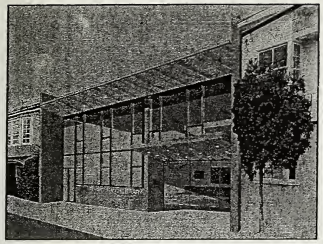


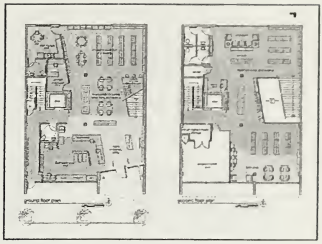
- Renovate & extend 2nd floor
  - Meets budget
  - Meets Bond Program mandates
  - Meets community expectations









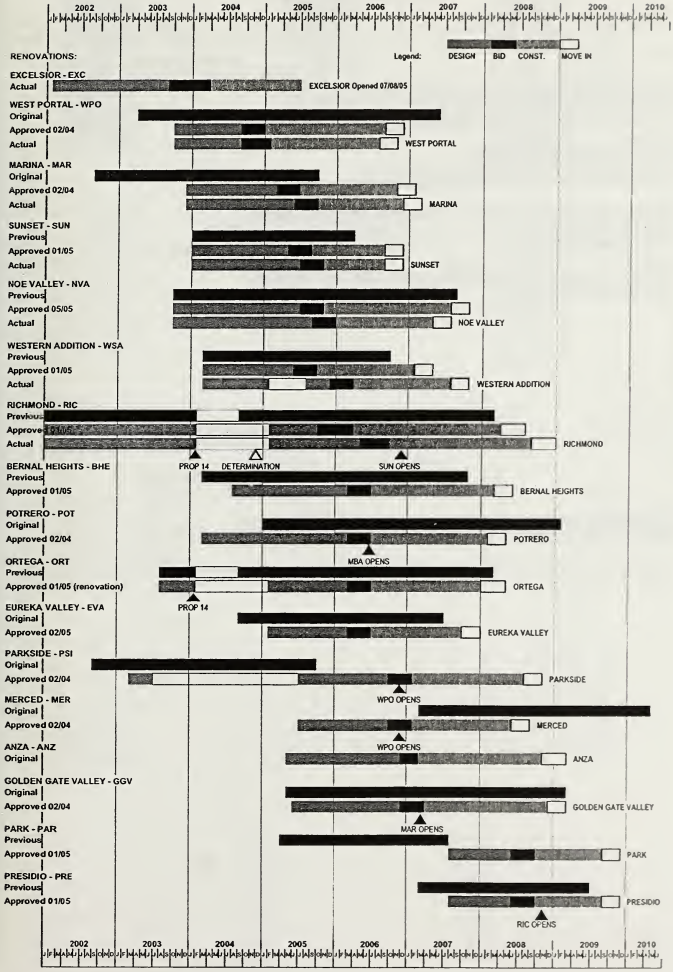


Adjournment

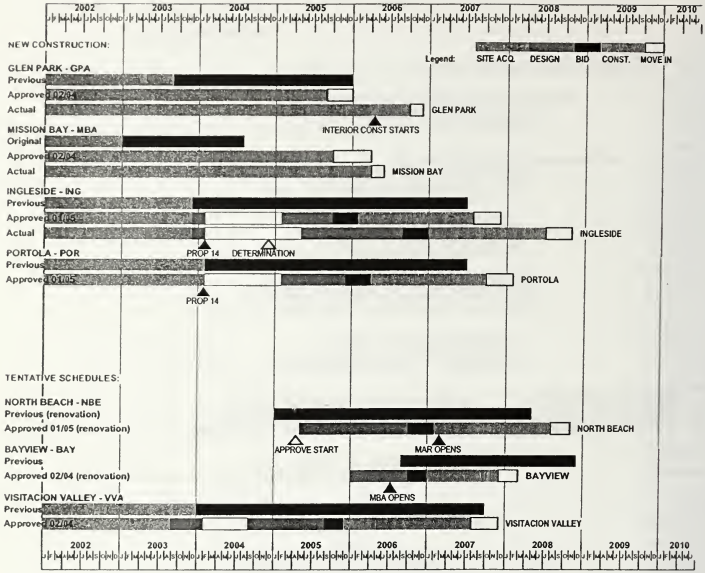
Branch	BUDGET		REVENUE FUND STRATEGY				EXPENDITURES/ENCUMBRANCES	
	Baseline Budget (10/01)	Approved Budget (09/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 31-Oct-05	New This Month
							B	
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000		200,000 (5)	4,881,000	314,852	7,432
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,878	122
Mission Bay	3,350,000	3,967,000	3,957,000		10,000 (7)	3,967,000	3,738,215	7,169
Portola	4,570,000	4,818,520	4,388,000		430,520 (5)	4,818,520	1,877,730	(1)
Visitacion Valley	5,320,000	5,884,500	5,826,500		58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000		70,342 (6)	8,946,342	8,835,247	3,072
SUBTOTAL	*31,460,000*	*34,249,217*	*30,013,777*	*3,466,578*	*768,862*	*34,249,217*	*19,556,994*	*17,794*
Renovations								
Anza	4,740,000	4,503,000	4,503,000		-	4,503,000		
Bayview	3,820,000	3,629,000	3,629,000		-	3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		-	5,082,500	199,913	5,124
Eureka Valley	4,580,000	4,351,000	4,351,000		-	4,351,000	49,358	18,679
Excelsior	3,820,000	3,655,648	3,629,000		26,648 (7)	3,655,648	3,557,288	4,005
Golden Gate Valley	5,340,000	5,073,000	5,073,000		-	5,073,000		
Marina	4,110,000	3,924,500	3,904,500		20,000 (7)	3,924,500	3,090,674	2,479,532
Merced	4,200,000	3,990,000	3,990,000		-	3,990,000		
Noe Valley	4,410,000	4,882,318	4,862,318		20,000 (7)	4,882,318	812,990	9,194
North Beach	3,460,000	3,763,600	3,287,000		476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000		-	3,382,000	128,956	-
Park	1,310,000	1,310,000	1,244,500		65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000		-	3,236,000	89,595	
Potrero	4,230,000	3,968,500	3,968,500		-	3,968,500	127,286	911
Presidio	1,530,000	1,530,000	1,453,500		76,500 (5)	1,530,000	137,223	1,071
Richmond	7,630,000	9,032,642	1,127,606	5,485,036	2,420,000 (2) (7)	9,032,642	1,302,164	41,619
Sunset	1,490,000	1,510,000	1,415,500		94,500 (5) (7)	1,510,000	1,100,369	817,622
West Portal	4,110,000	4,574,500	4,554,500		20,000 (7)	4,574,500	3,988,663	24,440
Western Addition	3,430,000	3,278,500	3,258,500	-	20,000 (7)	3,278,500	325,963	43,940
SUBTOTAL	*74,000,000*	*74,676,708*	*65,951,924*	*5,485,036*	*3,239,748*	*74,676,708*	*14,929,250*	*3,446,137*
Program-Wide Services & Costs								
Library Program Costs	800,000	800,000	800,000			800,000	705,436	830
Program Consultants	750,000	750,000	750,000			750,000	339,167	9,187
City Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,745,082	37,399
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		362,000	302,000		60,000 (7)	362,000	173,031	2,388
Moving & Interim Services	4,360,000	711,752	328,400		383,352 (4) (7)	711,752	443,522	171,147
Furniture & Equipment Reserv	15,000,000	16,000,000		759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	344,227	16,177
Program Reserve	1,675,000	1,833,479	1,583,618		899,861 (5) (7)	2,483,479		
SUBTOTAL	*27,805,000*	*26,592,512*	*9,899,299*	*759,170*	*17,343,213*	*28,001,682*	*3,985,746*	*237,128*
TOTAL	133,265,000	135,518,437	105,865,000	9,710,784	21,351,823	136,927,607	38,471,990	3,701,059

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond Interest proceeds ($1,673,461)
(6) Rents received ($126,342)
(7) Library Preservation Fund appropriated FY 05/06 ($650,000)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005
Commission Meeting November 17, 2005



Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005
Commission Meeting November 17, 2005



Branch	Contacts	Statistics	Activities	Schedule

West Portal Branch

900 Ulloa Street

District/Supervisor:
7 / Elsbernd
Architect:
Thomas Hacker Architects
Contractor:
MH Construction

Award:	**$2,980,000**
Change Orders:	**$0**
Total Contract:	**$2,980,000**
Payments:	**$275,523**
Duration:	**460 days**
Extensions:	**0 days**
Total Duration:	**460 days**
Substantial:	**4/10/06**
Final Compl:	**6/9/06**

Concrete walls
Underground utilities
Change orders pending: 2 month non-compensatory extension for permit delays, add Ardex floor leveling compound $46k

Mission Bay Branch

4th and Berry Streets

District/Supervisor:
6 / Daly
Architect:
Santos Prescott
Hardison Komatsu Ivelich & Tucker
Contractor:
Cahill Construction
Developer:
Mercy Housing
SF Redevelopment Agency

Award:	**$2,433,636**
Change Orders:	**$19,071**
Total Contract:	**$2,452,707**
Payments:	**$1,412,056**
Duration:	**698 days**
Extensions:	**85 days**
Total Duration:	**783 days**
Substantial:	**03/01/06**

Framing complete
Curtain wall complete
Sheet rock installation
Plumbing & electrical installation
Change order pending: various interior changes such as flooring system, mecho shades

Glen Park Branch

2815 Diamond Street

District/Supervisor:
8 / Dufty
Architect:
Sternberg Benjamin (shell)
Tom Eliot Fisch (interior)
Bureau of Architecture (interior)
Contractor/Developer (shell):
Diamond LLC
Contractor (interior):
TBD

Purchase Price:	**$3,361,000**
Est'd Completion of Shell:	**12/31/05**

Exterior plastering & masonry
Interior framing
Sprinkler system
No payments made till finished
Design of interior construction proceeding. Bid winter 2005.

Branch	Contacts	Statistics		Activities	Schedule
Marina Branch 1890 Chestnut Street	**District/Supervisor:** 2 / Alioto Pier **Architect:** Tom Eliot Fisch / Field Paoli **Contractor:** Trico Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	**$2,393,700** **$0** **$2,393,700** **$0** **425 days** **0 days** **425 days** **10/31/06** **12/29/06**	NTP issued 10/31 Demolition and brick salvage Contractor's trailers burglarized	 Design Bid Const Move In
Sunset Branch 1305 18th Avenue	**District/Supervisor:** 5 / Mirkarimi **Architect:** Fougeron Architecture **Contractor:** Cooper Pugeda Management	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	**$796,888** **$0** **$796,888** **$0** **300 days** **0 days** **300 days** **7/11/06** **9/9/06**	Move out complete Abatement complete NTP issued 11/14	 Design Bid Const Move In

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SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, December 1, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT
(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. LIBRARY TECHNOLOGY & PRIVACY ADVISORY COMMITTEE REPORT - TIME CERTAIN 5:00pm DISCUSSION
(For the convenience of the public this item will be heard out of order beginning at 5:00pm or as soon thereafter as the matter may be heard)
Presentation on and discussion of the Library Technology & Privacy Advisory Committee Summary Report.
Explanatory documents: Radio Frequency Identification and the San Francisco Public Library Summary Report – Public Comment on the RFID Summary Report

3. APPROVAL OF THE MINUTES ACTION
Presentation of, discussion of, and possible action to approve the Minutes of the regular Library Commission meeting of November 3, 2005.
Explanatory document: draft minutes

4. CITY LIBRARIAN'S REPORT DISCUSSION
by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: Appointment of Director of Maintenance and Operations; information on library satisfaction survey; update on public training programs at the Library; and highlights of exhibitions and programs.

5. SELF PICK-UP OF RESERVES DISCUSSION
Presentation of and discussion of Library users' self pick up of reserved materials.

6. FRIENDS OF THE LIBRARY REPORT DISCUSSION
(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

6
1/05
avin Newsom
ayor
harles A. Higueras, A.I.A.
esident
even A. Coulter
ce President
elen Marte Bautista
onnie K. Chin
welle Gomez
rry Kane
borah Strobin
nissioners
is Herrera
ty Librarian
ichael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

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Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

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Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

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Michael Housii, Commission Secretary 12/29/04

7. LABOR UNION REPORT

(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

8. NEW BUSINESS

(This item is to allow Commissioners to introduce new agenda items for consideration.)

9. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 11/28/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, December 15, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

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SAN FRANCISCO
PUBLIC LIBRARY

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of November 17, 2005.
Explanatory documents: draft minutes

3. BOND PROGRAM MANAGER'S REPORT DISCUSSION

(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)
This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: Noe Valley Branch Library Renovation Project update.
Explanatory documents: current Budget Report and Branch Library Summary Schedules

4. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary.12/12/05

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Michael Housh, Commission Secretary 12/29/04

San Francisco Public Library Commission
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Phone 415.557.4233, Fax 415.557.4240

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vin Newsom
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arles A. Higueras, A.I.A.
sident

even A. Coulter
ce President

len Marte Bautista
nnie K. Chin
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rry Kane
borah Strobin
missioners

is Herrera
y Librarian

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, December 1, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, December 1, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:11 pm.

Commissioners present: Bautista, Coulter, Gomez, Kane, and Strobin.
Commissioners excused: President Higueras, and Commissioner Chin
A quorum was present

Vice President Coulter announced that as Agenda Item #2, the Library Technology & Privacy Advisory Committee Report would be taken up at 5PM or soon thereafter and the remaining Agenda Items would be taken up in the posted order until that time.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public spoke about: opposition to the Friends of the Library; and recollections of their history with the Library.

Ms. Eli Aramburo, Friends Advocacy Committee, lauded the work of the Library Technology & Privacy Advisory Committee and the Summary Report on SFPL & RFID.

Ms. Karen Knowles-Pearce, Friends of the Library, spoke about: recent Mission Bay neighborhood programs sponsored by the Friends of the Library.

Ms. Ellen Egbert, Bernal Heights resident, spoke against: Supervisor Ammiano's pending Board of Supervisor's Resolution concerning the Bernal Heights Branch Library.

Mr. Peter Warfield spoke about: the work of the Library Technology & Privacy Advisory Committee (LT &PAC) and the availability of RFID related materials at the Library.

AGENDA ITEM #3 APPROVAL OF THE MINUTES OF OCTOBER 6, 2005

Public comment on AGENDA ITEM #3 APPROVAL OF THE MINUTES OF NOVEMBER 3, 2005

An anonymous member of the public spoke about: continuing inaccuracies in previously approved Minutes, and lack of detail and errors in these Minutes.

Mr. Kimo Crossman clarified his public comment concerning that a listing of "outstanding" public records requests be made available.

Mr. Peter Warfield spoke about: Meeting minutes as Commission history; clarified his concerns about "no Browsing" notices posted the Library; and regarding the Library Technology & Privacy Advisory Committee.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF NOVEMBER 3, 2005

Commissioners Bautista and Gomez decried the protracted amounts of time the Commissioners routinely spend addressing approval of previous meeting Minutes.

Commissioner Gomez urged that in future Minutes hew closely to the requirements of law. Commissioner Bautista recommended that dissatisfied members of the public submit written comments for attachment to the Minutes.

In response to Commissioner's comments, Deputy City Attorney Catharine Barnes again reviewed the legal requirement s for Commission Meeting Minutes, citing the Board of Supervisor's model of reporting their minutes as a good example. Ms. Barnes noted that those dissatisfied with the Minutes report of their comments could submit public comment summary statements if they wished to do so.

MOTION: by Commissioner Bautista, 2nd by Commissioner Gomez for approval of the Minutes of the regular Library Commission meeting of November 3, 2005 with a clarification of Mr. Crossman's public comment about " outstanding" public records requests.

ACTION: 5-0 aye (Bautista, Chin, Gomez, Kane, and Strobin)

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Herrera announced Mr. Roberto Lombardi had been selected be the Library's Director of Maintenance and Operations.

Next, the City Librarian reported on the results of the recent Library Satisfaction Survey calling and noted these user comments were taken very seriously. Mr. Herrera noted the survey was developed with the assistance of a professional consultant and had been made available in multiple languages.

Kathy Lawhun, Chief of the Main Library discussed public training classes offered by the Library citing the 312 classes , 19 lectures offered, and reported that programs were available in Spanish, Russian, Cantonese, Mandarin, and Japanese. Ms. Lawhun called attention to various types of public training classes such as: Internet research; email use: and word processing. The Chief of the Main Library reported that public training classes were also available in branch libraries citing the Chinatown Branch Library's 35 public training classes and 14 offered at Ocean View Branch Library. Ms. Lawhun highlighted other program offerings such as: special art; music; and travel classes. The Chief of the Main Library next described a series of lunchtime Brown Bag lectures, and programs that related to special Library collections s such as those about classical music held near the Library's extensive sheet music collections. The Chief of the Main Library concluded by noting that each month's trainings and programs were reported in the current editions of "At the Public Library".

The City Librarian then discussed some of the upcoming exhibits and programs at the Library during January 2006 highlighting Carl Winters' African Piano Program in the Main Library's Fisher Children's Center, system wide appearances by Chinese Lion Dances honoring the Lunar "Year of the Dog", and a January 28th 3rd Street Theatre Troupe presentation at the Ocean View Branch Library. Additionally, the City Librarian called attention to this year's Teen

art contest to design the logo and materials for the 2006 Teen Summer Reading Program themed "Read". Mr. Herrera also noted upcoming literary events such as a January 11th "Four Corners of Insanity" Poetry reading; and a January 28th presentation by George Nicosia of "Beat" author Jack Kerouac titled On the Road from East to West and related Jewett Galley exhibit of large roll manuscript of On the Road. The City Librarian concluded with discussion of the Annual Book Works" Exhibit of Bay Area hand book binders from January 14th to March 19th.

Public comment on AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

An anonymous member of the public commented: on new Library Operations Director; the Library Satisfaction Survey, and the programs and exhibitions reported.

Mr. Peter Warfield spoke about the superiority of a fill rate survey; and concerning a Controller's Office Report.

Commission discussion of AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

Commissioner Larry Kane observed that these surveys were important and that he encouraged the Library's use of industry best practices in designing and carrying out these surveys. The City Librarian confirmed that the surveys, while not scientific, were prepared and conducted with the assistance of an expert consultant. Commissioner Kane noted the importance of, and applauded, the public training programs discussed in the City Librarian's Report. In response to questions by Commissioner Bautista, the City Librarian outlined how the surveys were conducted. Commissioner Bautista asked if children had participated in the survey and was informed that the survey was open to all users of the Library.

The City Librarian reported that these satisfaction survey's results were reviewed and carefully studied by staff. Mr. Herrera noted that the Library's many public training programs were popular with and of vital importance to Library users from newcomers to grandparents as an important free learning opportunity.

Commissioner Kane left the meeting at 5:04PM.

AGENDA ITEM #2 LIBRARY TECHNOLOGY & PRIVACY ADVISORY COMMITTEE REPORT

Vice President Coulter introduced discussion of the Summary Report and provided a brief background of the work of the Library Technology & Privacy Advisory Committee on which he served. Vice President Coulter then invited the Committee members to take their place on the stage to present the Summary Report.

Deputy City Librarian Paul Underwood thanked Advisory Committee Members Mark Vogel, and Deirdre Mulligan who were unable to attend the meeting. Mr. Underwood then introduced Advisory Committee Chair Lisa Schiff, Nancy Terranova, Sybil Boutillier, and Melissa Riley to give a multipart presentation t of the Advisory Committee's Summary Report on the "San Francisco Public Library and Radio Frequency Identification (RFID)".

Ms. Schiff outlined the recent history of RFID technology, provided background about various uses, and questions about uses of RFID; and presented an overview of the Advisory Committee's efforts to gather information about it.

Ms. Nancy Terranova, San Francisco Department of Public Health (SFDPH) certified safety

expert then discussed the scientific description of how RFID works. Ms. Terranova then outlined current knowledge concerning any potential for health related risks involved with use of RFID technologies. The Department of Public Health Certified Safety Expert then discussed in some detail the current safety regulations and guidelines recommended for use of such technologies. Ms. Terranova discussed resource literature on this topic as identified on Page 21 of the Report. Ms. Terranova noted that while there was no evidence that exposure to this technology posed any risk but that continued research was needed.

Ms. Schiff then outlined positions taken by the American Library Association (ALA) and its development of guidelines safeguarding privacy, the position taken by Library Citizen's Advisory Committee, (LCAC), and community groups in opposition such the American Civil Liberties Union (ACLU), the Electronic Frontier Foundation (EFF) and the San Francisco Neighborhood Antenna Free Union, SNAFU) that were strongly opposed to use of RFID technologies by the Library

American Library Association (ALA) Intellectual Freedom Committee member and SFPL staffer Sybil Boutillier began with a discussion of some of the issues of concern with libraries use of FRID technologies. MS. Boutillier then discussed in some detail the process used to consider its use by other libraries. Ms. Boutillier reported the usual next steps would be to put out a Request for Information (RFI) which she noted could be a public process unlike the competitive Request for Proposals process (RFP).

Melissa Riley then discussed the Summary report recommendations, noting the work of an ongoing staff committee, and the need to continue to gather staff and public input on RFID. Ms. Riley concluded noting the importance of the "precautionary Principle" when considering new technologies.

City Librarian Herrera presented an overview of the next steps following the Advisory Committee's Summary Report. Deputy City Librarian Paul Underwood lauded the dedication and hard work contributed by the members of the Library Technology & Privacy Advisory Committee activities, calling particular attention to the crucial contributions made by its Chair, Lisa Schiff.

Vice President Coulter called a brief recess at 6:03pm.
The Commission returned to session at 6:08pm.

Public comment on AGENDA ITEM #2 LIBRARY TECHNOLOGY & PRIVACY ADVISORY COMMITTEE REPORT

An anonymous member of the public commented: on the Library Technology & Privacy Advisory Committee's activities; about a lack of proof reading the Summary Report, and that the report was structured to discourage its being read.

Ms. Cathy Bremer, Librarian's Guild, presented the written Public Comment on the RFID Summary Report submitted by Library Union members.

Mr. Peter Warfield commented on: the Advisory Committee's work; serious deficiencies in the report; and about the history of RFID and the San Francisco Public Library.

Ms. Nancy Evans, self-identifying as a breast cancer survivor, opposed library use of RFID, and expressed concerns that there were serious related health issues.

Ms. Andrea Grimes, Librarian's Guild, continued the presentation of the Library Union's written public comment on the Summary report begun by Ms. Bremer.

Commission discussion of AGENDA ITEM #2 LIBRARY TECHNOLOGY & PRIVACY ADVISORY COMMITTEE REPORT

City Librarian Herrera thanked the Advisory Committee members for their dedication and hard work in taking up researching, and seriously considering RFID related concerns. The City Librarian noted that this was another positive step in the Library's process to consider this new technology. Deputy City Librarian Underwood pointed out that that a formal Request for Information (RFI) process, as had been proposed by the Commission but not funded by the Board of Supervisors in last year's Library Budget, would have also produced additional useful information. Mr. Herrera observed that it was premature to make a choice and that at this point it was the Library's position to participate in, listen to, and remain engaged with the ongoing professional and public discussions about its use in libraries.

Commissioner Bauitista thanked the Advisory Committee members for their work, noted that information about health related issues needed to be sought; and looked forward to the Library's ongoing process of consideration of RFID.

Commissioner Strobin noted that public speakers seemed focused on health related concerns rather than the previously expressed strong focus on user privacy issues. Commissioner Strobin suggested that use should be made of information gained through the more extensive experience with use of RFID by libraries in Europe.

In response, Advisory Committee Member Nancy Terranova, SFDPH, noted that there was only limited information available on health related issues and that the few studies available did not demonstrate health related risks from the levels of electro-magnetic energy used by a RFID chip.

Commissioner Gomez found the Summary Report and the presentation cogent, and observed that there was still not sufficient information on a wide array of issues of concern. Commissioner Gomez commended the Library's continuing focus on comprehensive research seeking answers to the health-related and user privacy concerns expressed as it considered use of this technology. Commissioner Gomez noted this issue presented to the Library an opportunity to show leadership by doing a meaningful study.

In response to a query by Commissioner Bautista, Chief of the Main Library, Kathy Lawhun discussed expanding use of RFID in European libraries as well discussed an ongoing large scale Texas study of RFID use both in libraries and the private sector.

Vice President Coulter concluded the Commission's discussion of the Summary Report by noting that through Library staff and the Advisory Committee member's hard work much useful information concerning RFID had been gained since it was first discussed

as an element in the Library's current Strategic Plan 18 months previously. Vice President Coulter noted that the Commissioners had asked staff to work with critics of this technology and consider the issues involved in a meaningful way and that this report continued to advance that process. The Commission Vice President noted that RFID had both then potential to resolve materials management and theft problems and yet still had unanswered questions regarding its cost effectiveness, reliability to detect theft, and ability to fully address user privacy concerns.

Additional Public comment on AGENDA ITEM #2 LIBRARY TECHNOLOGY & PRIVACY ADVISORY COMMITTEE REPORT

Ms. Nancy Evans additionally commented on her fears with health related risk associated with RFID as well as other uses of radio wave propagating technologies such as Wi-Fi.

An anonymous member of the public additionally commented as to how the Library had addressed RFID.

At the suggestion of the City Librarian, Vice President Coulter continued AGENDA ITEM #5 SELF PICK-UP OF RESERVES to a future meeting of the Commission.

AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Marian Chatfield-Taylor of the Friends of the San Francisco Public Library presented an update report on the ongoing Campaign for Neighborhood Libraries. Ms. Chatfield Taylor highlighted the recent Friend's sponsored three day November 4-6th series of activities in the Mission Bay neighborhood. Ms. Chatfield-Taylor then introduced Architect Adele Santos to report in greater detail what had occurred. Ms. Santos discussed the importance in creating a community in this newly developing neighborhood; having as its civic focus the City's first new neighborhood branch library in 40 years. Mr. Rob Spoor of City Guides spoke about the recent Mission Bay walking tour and similar walking tours of San Francisco's neighborhoods that this Library affiliated organization has offered to the public for 28 years. Mr. Spoor noted that the Mission Bay walking tour had raised $500 to benefit the new branch library.

Public comment on AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public commented: against contributions to or acceptance of funding from the Friends; and about the "public comment "fund.

Commission discussion of AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista thanked the Friends for their hard work in support of the Library.

AGENDA ITEM # 7 LABOR UNION REPORT

No report was presented.

AGENDA ITEM # 8 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez to adjourn the regular December 1, 2005 Public Library Commission meeting.

ACTION: AYE 4-0 (Bautista, Chin, Gomez, and Kane)

The Commission meeting adjourned at 6:58pm

Michael Housh, Commission Secretary 12/14/05

Please note: These are draft minutes subject to change by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

Sample Library Satisfaction Survey
City Librarian's November 28th letter to the Mayor and Board of Supervisors concerning the RFID & SFPL Summary Report
Summary Report on Radio Frequency Identification and the San Francisco Public Library, (October 2005)
Public Comment on the SFPL & RFID Summary Report (October 17-November 21, 2005)
Library Technology & Privacy Advisory Committee Report to the Library Commission (December 1, 2005)

Minutes of the Library Commission Meeting December 1, 2005
Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

ary Satisfaction Survey

San Francisco Public Library

Library location: _____

Home ZIP Code: _____

By completing this survey, you will help us learn how successful we are in satisfying your library needs. Your response will help us improve our services to you. Thank you!

l

u find something you wanted today? Yes ☐ No ☐

he Library to: (Check all that apply)

- use or borrow books
- use or borrow videos
- use or borrow CDs
- answer a question
- get help from Library staff
- use computers

s your preferred language, if not English?

	Please indicate your level of satisfaction				
	Very Good	Good	Average	Poor	No Opinion
tions					
l, what do you think of the Library's collections?	☐	☐	☐	☐	☐
lo you think of the children's collection?	☐	☐	☐	☐	☐
lo you think of the teen collection?	☐	☐	☐	☐	☐
lo you think of the following adult collections?:					
Audiobooks	☐	☐	☐	☐	☐
Books	☐	☐	☐	☐	☐
Magazines and newspapers	☐	☐	☐	☐	☐
Music CDs	☐	☐	☐	☐	☐
Online databases on the Library's Web site	☐	☐	☐	☐	☐
Videos (DVD & VHS)	☐	☐	☐	☐	☐
Biography	☐	☐	☐	☐	☐
Business	☐	☐	☐	☐	☐
Computer books	☐	☐	☐	☐	☐
Cookbooks	☐	☐	☐	☐	☐
Exam preparation	☐	☐	☐	☐	☐
Fiction - general	☐	☐	☐	☐	☐
Language learning	☐	☐	☐	☐	☐
Mysteries	☐	☐	☐	☐	☐
Romance	☐	☐	☐	☐	☐
Science fiction	☐	☐	☐	☐	☐
Self-help law	☐	☐	☐	☐	☐
Self-help psychology	☐	☐	☐	☐	☐
Travel	☐	☐	☐	☐	☐
e to name & rate another collection. _____	☐	☐	☐	☐	☐
sy is it to obtain books, videos & CDs using our free reserve and ILL systems?	☐	☐	☐	☐	☐
es					
o you rate the overall assistance from Library staff?	☐	☐	☐	☐	☐
o you rate the knowledge and assistance by staff to help you get what you want?	☐	☐	☐	☐	☐
s your overall satisfaction with free classes?	☐	☐	☐	☐	☐
s your overall satisfaction with Library programs?	☐	☐	☐	☐	☐
your overall satisfaction with Library exhibits?	☐	☐	☐	☐	☐
o you think of the classes and programs offered in languages other than English?	☐	☐	☐	☐	☐

onal Comments

_____

you

San Francisco Public Library

Lugar ..... Código postal de su domicilio.....

Encuesta sobre el nivel de satisfacción de la biblioteca

Por favor, complete esta encuesta para que podamos saber si sus necesidades bibliotecarias han sido satisfechas. Sus repuestas nos ayudarán a mejorar nuestros servicios. ¡Gracias!

General

¿Ha encontrado hoy algo que deseaba? Sí ☐ No ☐

Hoy he visitado la biblioteca para: (Marque tantas casillas como necesite)

- ☐ Usar o llevar libros prestados
- ☐ Usar o llevar videos prestados
- ☐ Usar o llevar CDs prestados
- ☐ Hacer una pregunta
- ☐ Recibir ayuda del personal de la biblioteca
- ☐ Usar las computadoras

¿Qué idioma prefiere, si no es inglés?

Por favor indique su nivel de satisfacción

	Muy bueno	Bueno	Normal	Deficiente	Sin opinion
Colecciones					
¿Qué opina en general de las colecciones de la biblioteca?	☐	☐	☐	☐	☐
¿Qué opina de la colección juvenil?	☐	☐	☐	☐	☐
¿Qué opina de la colección de los adolescentes?	☐	☐	☐	☐	☐
¿Qué opina de las siguientes colecciones de adultos?					
Libros en audio	☐	☐	☐	☐	☐
Libros en general	☐	☐	☐	☐	☐
Revistas y periódicos	☐	☐	☐	☐	☐
Música (CDs y cintas)	☐	☐	☐	☐	☐
Bases de datos en la página web de la Biblioteca	☐	☐	☐	☐	☐
Videos (DVD y VHS)	☐	☐	☐	☐	☐
Biografías	☐	☐	☐	☐	☐
Negocios	☐	☐	☐	☐	☐
Libros de computación	☐	☐	☐	☐	☐
Libros de cocina	☐	☐	☐	☐	☐
Preparación de exámenes	☐	☐	☐	☐	☐
Novelas en general	☐	☐	☐	☐	☐
Aprendizaje de idiomas	☐	☐	☐	☐	☐
Novelas de misterio	☐	☐	☐	☐	☐
Novelas románticas	☐	☐	☐	☐	☐
Novelas de ciencia-ficción	☐	☐	☐	☐	☐
Autoayuda legal	☐	☐	☐	☐	☐
Autoayuda psicológica	☐	☐	☐	☐	☐
Viajes	☐	☐	☐	☐	☐
Si lo desea, nombre y valore otra colección.....	☐	☐	☐	☐	☐
¿Con qué facilidad obtuvo libros, videos, CDs reservados en nuestro sistema y ILL?	☐	☐	☐	☐	☐
¿Cómo valora la disponibilidad de libros en su idioma preferido?	☐	☐	☐	☐	☐
¿Cómo valora la disponibilidad de videos y CDs en su idioma preferido?	☐	☐	☐	☐	☐
Servicios					
¿En general cómo valora la ayuda del personal bibliotecario?	☐	☐	☐	☐	☐
¿Cómo valora el conocimiento y ayuda del personal para obtener lo que deseaba?	☐	☐	☐	☐	☐
¿En general cuál es su nivel de satisfacción de las clases gratuitas?	☐	☐	☐	☐	☐
¿En general cuál es su nivel de satisfacción de los programas de la biblioteca?	☐	☐	☐	☐	☐
¿En general cuál es su nivel de satisfacción de las exposiciones de la biblioteca?	☐	☐	☐	☐	☐
¿Qué opina de las clases y programas en un idioma diferente del ingles?	☐	☐	☐	☐	☐

Comentarios adicionales

Gracias

San Francisco Public Library

Date: November 28, 2005

To: The Honorable Gavin Newsom
Mayor, City and County of San Francisco
Room 200, City Hall

The Honorable Board of Supervisors
Room 244, City Hall

Cc: Library Commission

From: Luis Herrera, City Librarian

Re: Radio Frequency Identification and the San Francisco Public Library – Summary Report

In April of this year, the San Francisco Public Library established the *Library Technology and Privacy Advisory Committee* to investigate issues regarding the possible use of Radio Frequency Identification (RFID) technology in the library. The committee held meetings over the course of the last seven months and completed their discussions in October. Enclosed for your information is the committee's *Radio Frequency Identification and the San Francisco Public Library – Summary Report* which will be presented and discussed at the December 1, 2005 Library Commission Meeting. Also included in the packet are comments received from the public regarding the report which was posted on the Library's website in order to obtain feedback prior to the discussion at the commission meeting.

The Library plans to use the *Summary Report* as part of information gathering to assist the Library Commission in their discussion on use of RFID by the Library. Any recommendations that come out of these discussions will be presented to the Board of Supervisors prior to any implementation of RFID at a future date. It is unlikely that any of these recommendations would be ready in time for the FY06/07 budget discussions as further evaluation and study is required prior to making any recommendation on implementing RFID at the San Francisco Public Library. I will be pleased to provide any additional information or discuss the summary report further as appropriate.

San Francisco Public Library Technology and Privacy Advisory Committee

Report to the Library Commission
December 1, 2005

Presentation Overview

- LTPAC history
- Report summary
  - RFID and Public Libraries
  - Questions Suitable for an RFI
  - Recommendations to the Library
- Summary of public comment

RFID and the Library

- Radio Frequency Identification technology (RFID) included in the 2004/2005 budget
- Select driving interests
  - Reducing repetitive stress injuries (RSIs)
  - Increasing check-in/check-out efficiency
  - Reallocating staff from circulation related activities to other patron services
  - Improving collection management
  - Strengthening security

Formation of LTPAC

- RFID proved controversial on several issues
  - Privacy
  - Health
  - Cost
- Library Commission created the Library Technology and Privacy Advisory Committee (LTPAC)
  - A mechanism for examining technology and privacy issues at the Library.
  - RFID is first topic to be addressed

LTPAC Charge

- Continue open process of decision-making, building on staff & community presentations to the Library Commission
- Develop questions suitable for a Request For Information (RFI) to RFID vendors
  - Questions and answers open to public review
- Organize one or more public educational forums regarding RFID

LTPAC Members

- **Sybil Boutilier**
  American Library Association Intellectual Freedom Committee member; Manager of Contract Administration for the San Francisco Public Library
- **Karen Coyle**
  Digital Library Consultant
- **Steve Coulter**
  SF Public Library Commissioner; Vice President Public Affairs at Pacific Bell (ret.)
- **Deirdre K. Mulligan**
  Director, Samuelson Law, Technology & Public Policy Clinic; Acting Clinical Professor Boalt Hall School of Law, UC Berkeley
- **Melissa Riley**
  Labor Union Representative for Librarians

LTPAC Members

- **Chet Roaman**
  Council for Neighborhood Libraries Steering Committee member
- **Lisa Schiff (LTPAC chair)**
  PhD, Library and Information Studies, UC Berkeley; Digital Ingest Programmer, California Digital Library
- **Nancy Terranova**
  Certified Safety Professional (CSP), Occupational Safety and Health Unit of the S.F. Department of Public Health
- **Mark Vogel**
  Founder and CEO of ENCIRQ Corporation (high performance data management solutions); Library Citizens Advisory Committee member; Friends of the San Francisco Public Library Board Member and former treasurer
- **Betty Williams**
  Labor Union Representative for Paraprofessionals

LTPAC Work

- Monthly meetings beginning April 4, 2005
- Public Comment at the end of each meeting
- June 30th, 2005--SF Board of Supervisors transferred RFI funds to other Library areas
- Goal of the LTPAC regarding RFID shifted to summarizing work to date
- Final meeting--October 12, 2005

LTPAC Summary Report Parameters

- Goals
  - Capture the results of the LTPAC work
  - Provide a starting point should RFID be considered again
- Does not...
  - Provide an exhaustive analysis of RFID and libraries
  - Address larger social implications of the adoption of RFID technologies by SFPL or any library

Such implications must be addressed should RFID be considered in the future.

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LTPAC Report Publicity

- Posted online http://www.sfpl.org/librarylocations/libtechcom/RFID-and-SFPL-summary-report-oct2005.pdf
- Notifications sent to a variety of media outlets, professional groups, and community organizations (e.g. *American Libraries*, RFID_LIB listserv, Electronic Frontier Foundation)
- Public comment solicited online via email and a hard-copy submission form

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Report Highlights

- RFID Overview
- RFID in Libraries
- Potential Advantages/Disadvantages
- Privacy and Health Considerations
- Perspectives on RFID
- Questions Suitable for an RFI
- Recommendations to the Library
- Resources

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RFID Overview

- What is RFID
  - Chip + data bit + antenna on an item
  - Reading device to access the chip
- Current non-library uses
  - Pets
  - Bridge tolls
  - Pallets of commercial goods
- Proposed controversial uses
  - Identification cards—drivers' licenses and passports

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RFID in Libraries

- An alternative to barcode systems
- Current experiences of libraries with RFID
  - Reported experiences too limited to draw conclusions
  - California State Library funded study currently in process
- What vendors are offering
  - Provide barcode and RFID systems
  - Some equipment supports both technologies
  - Vendor-based encryption of item numbers
  - Check-out solutions
    - Read/write tag – includes a writable "checked-out" bit
    - Read-only tag—queries the library database

Potential Advantages for the Library

- Potential benefits
  - Reduce time spent on circulation tasks
  - Increase patron privacy
  - Improve shelf collection management
  - Decrease tedious aspects of some tasks
  - Improve materials management
  - Reduce incidence of theft
  - Expand security at some branches
  - Reduce rate of Repetitive Stress Injuries (RSIs)

Potential Disadvantages for the Library

- Return on Investment (ROI)
- Performance
- Privacy
- Health

Return On Investment (ROI)

- High implementation costs
  - RFID tags more costly than barcode systems
    - RFID Tag = approx. $0.55 per book
    - Barcode + Security Strip = approx. $0.155 per book
- Potentially large future savings
  - Reduced item handling
  - Reduced loss of materials
- Realization of savings uncertain
  - Insufficient number of implementations as of yet

Performance

- System can be defeated
  - Metallic materials can block radio waves
- Tags on media items problematic
  - DVDs, CDs, videos require special tags
  - Performance of such tags unknown
- Identifying missing/misplaced items
  - Precision of inventory wands uncertain

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RFID and Privacy Considerations

- Public libraries have historically protected intellectual freedom in part by protecting patron privacy.
- RFID tags on library items
  - Contain no bibliographic data
  - Consist of static, unique identifiers not visible in the public catalog
  - Can have identifiers encrypted by the vendor
  - Can reveal identifiers to any compatible reader within reading range (currently approx. 3 feet)

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Potential Privacy Risks from RFID

- "Hot-listing" items of interest
  - Individuals with compatible readers develop item-ID lists
  - Determine who is borrowing items by reading borrowed item tags or "eavesdropping" during checkout
  - Low-level collision-avoidance IDs on many tags can also be read instead of high-level item IDs
- Tracking individuals with a tagged item
  - RFID tag used as a marker
  - Feasibility constrained by antenna read range (currently 3 feet)
- Increasing appeal of the library's database

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RFID and Health Considerations

- Description of Radiofrequency (RF)
- Electromagnetic energy including radiowaves and microwaves
- Electromagnetic energy is characterized by a wavelength and a frequency.
- Frequency – The number of electromagnetic waves passing a given point in 1 second.
  - A radio station at 88.5 FM has a frequency of 88.5 MHz per second or 88.5 million waves / second.
  - Cell phones have a frequency of 825 – 890 MHz/second.
  - A library RFID system operates at 13.56 MHz / second.

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RFID and Health Considerations

- Regulatory Standards for RF Exposures
- No mandatory federal or California occupational RF exposure standards
  - OSHA voluntary exposure limit for non-ionizing radiation (CFR 29, Section 1910.97)
- Exposure guidelines have been developed by non-governmental organizations such as ANSI, IEEE, NCRP, EPA and ICNIRP.
- Library RFID equipment must receive FCC Grant Authorization based upon thermal exposures.

RFID and Health Considerations

- Literature Review – Studies on Health Effects to RF Exposures
- Reviewed reports addressing exposures in range of Library RFID systems.
- Includes agencies such as ANSI, IEEE, NCRP, NIOSH, NIEHS, WHO and DHS.
  - See page-21 of report for a full list of agency reviews.

RFID and Health Considerations

- Conclusions Drawn

  Current research and studies on RF exposure to devices in the frequency range of 10 MHz – 300 GHz:
  - Do not suggest any health risks to exposures below guideline levels
  - Biological evidence does not suggest causal associations between exposures to RF fields and the risk of cancer.
  - Further research is needed to address uncertainties in current RF knowledge.

Organizational Perspectives on RFID

- American Library Association (ALA)
  - Privacy must be safeguarded in any RFID implementations
  - ALA will develop implementation guidelines for libraries
- SF Library Citizens Advisory Committee
  - Opposes RFID funding until privacy, health, viability and cost issues are satisfactorily addressed.
- Select groups opposed for privacy, health and/or cost reasons
  - Electronic Frontier Foundation
  - ACLU
  - Library Users Association and the EMR Policy Institute
  - San Francisco Neighborhood Antenna-Free Union (SNAFU)

Questions Suitable for an RFI

- Operations and Performance
  - Example: *4. Please describe the barcode to RFID conversion process, including equipment needed and the ILS interface. Does your system provide for phased conversion and/or dual operations using both barcodes and RFID chips?*
- Hardware
  - Example: *3. Do you use read only or read/write tags? Explain your response.*

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Questions Suitable for an RFI

- Service and Support
  - Example: *6. What levels of staff and technical training and documentation are available?*
- Security and Privacy
  - Example: *7. Are there access controls, like passwords or keys, which prevent unauthorized readers from reading the tags? If so, do authorized readers first authenticate themselves to the tags, or do tags reveal their IDs first?*

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Questions Suitable for an RFI

- Safety and Health
  - Example: *4. If no RF exposure levels are available, may we visit libraries using your system and take measurements of radio frequency levels?*
- Customer References
  - Example: *1. What are your 10 oldest and 10 newest RFID installations? (please include similar installations at other than libraries if you do not only serve the library market).*

Safety and Health

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Recommendations to the Library

- **RFID Specific**
  - Review upcoming report of California State Library funded RFID survey.
  - Solicit staff opinions, ideas and concerns regarding the use of RFID.
  - Organize educational forums about RFID for the public and staff.
  - Rigorously research the ROI of RFID.
  - Complete an RFI (which is an open process) to RFID vendors.
  - Investigate the implications of San Francisco's Precautionary Principle in regards to implementing RFID.

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Precautionary Principle Components

1. **Anticipatory Action**. There is a duty to take anticipatory action to prevent harm. Government, business, and community groups, as well as the general public, share this responsibility.
2. **Right to Know**. Proponents must provide the community has a right to know complete and accurate information on potential human health and environmental impacts associated with the selection of products, services, operations or plans. The burden to supply this information lies with the proponent, not with the general public.
3. **Alternatives Assessment**. An obligation exists to examine a full range of alternatives and select the alternative with the least potential impact on human health and the environment including the alternative of doing nothing.
4. **Full Cost Accounting**. When evaluating potential alternatives, there is a duty to consider all the reasonably foreseeable costs, including raw materials, manufacturing, transportation, use, cleanup, eventual disposal, and health costs even if such costs are not reflected in the initial price. Short- and long-term benefits and time thresholds should be considered when making decisions.
5. **Participatory Decision Process**. Decisions applying the Precautionary Principle must be transparent, participatory, and informed by the best available science and other relevant information.

- *http://www.amlegal.com/nxt/gateway.dll/California/environsf/chapter1precautionaryprinciplepolicysxt?f=templates$3.0*

Recommendations

- Privacy Audit
  - Survey all library departments for a list of records, temporary or permanent, that relate to patrons and patron activity. Note where the data is stored.
  - Using that list, identify high, medium, and low priority records and assess security.
  - For computer systems, determine if a professional audit of the security and practices is feasible.
  - Continue to implement, review and update existing privacy policies vigorously.

Summary of Public Comment

- 5 responses as of November 23, 2005
  - Organizations (ACLU, EFF, Library Users Association), patrons, staff, employee unions and groups
- Highlighted concerns
  - Potential privacy infractions
  - Possible negative health consequences
  - High cost/better uses for funds
  - Other library processes need improvement first
  - Potential negative impact of service model changes

Conclusions

- Highlighted issues of privacy, health and ROI are priorities for our community and still need much research.
- LTPAC report is just a beginning point in investigating RFID.

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SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, December 15, 2005.
(As approved amended January 19, 2006)
The San Francisco Public Library Commission held a regular meeting on Thursday, December 15, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:07 pm.

Commissioners present: Bautista, Coulter, Gomez, Kane, and Strobin.
A quorum was present. President Higueras was excused attendance. Commissioner Chin arrival at the meeting was delayed.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public spoke about: their opposition to the Friends of the San Francisco Public Library; and discussed the disposition of a lawsuit they had filed against Library.

Ms. Ellen Egbert, a Bernal Heights Branch Library representative on the Council of Neighborhood Libraries (CNL) and a Bernal Heights resident, welcomed Commissioner Gomez as the Library Commission's liaison to the Council of Neighborhood Libraries. Ms. Egbert then spoke in support of the renovation of the Branch Library discussing recent events that led to the Board of Supervisors adoption of a resolution by Supervisor Ammiano calling for the return of the Preschool to the renovated facility.

Ms. Katie Gough, a Bernal Heights resident and branch library user, spoke in support of the planned renovation of the branch facility as a library, noting the small size of the building and the high demand for services. Ms. Gough criticized the Board of Supervisors Resolution on the Bernal Heights Branch Library and the City College preschool as based on misinformation. Ms. Gough noted that despite the presence of representatives of the Community supporting the renovation of the Branch Library, no public comment was allowed. Ms. Gough reported that this renovation as a Branch Library was important to hundreds of teen and child users in the neighborhood and that there had been an orchestrated campaign to misrepresent the community's views.

Ms. Laverne Fisher, a 25 year Bernal Heights resident, decried as sabotage of the renovation of the Branch Library in an effort to promote the Preschool. Ms. Fisher noted that the neighborhood teens and children needed the Library, especially as many schools no longer had libraries. Ms. Fisher noted that the Branch Library served all of the teens and children in the community, and urged the Commissioners to continue with the renovation as planned.

Mr. John McAfee, Friends of the Library, spoke concerning: the Friends working with Noe Valley Branch Library neighbors to develop a strategy to obtain additional funding for the Branch Library's renovation beyond the Friends substantial commitment to fund

the furniture, fixtures, and equipment (FF&E) not covered by bond funds for the renovated Branch Library.

Ms. Roseanne Liggett, a Bernal Heights resident, spoke in support of the renovation of the Branch Library as a library, and expressed anger and opposition to the Board of Supervisors' Resolution on the Branch Library, Ms. Liggett thanked the Commissioners for supporting the renovation of the Branch Library, and suggested that the proposed January 11th Community meeting on the revised renovation plan would be critical. Ms. Liggett decried the division in the community, and asked what City College was doing to take care of the needs of its Preschool program. Ms. Liggett said that the Community needed to say no to the return of the Preschool to the Library. Ms. Liggett concluded by thanking City Librarian Herrera for his letter to the Community on this issue.

Mr. Peter Warfield commented on: RFID related Library holdings; and recommended a book, Spychips on the subject.

Commissioner Chin joined the meeting at 4:12PM. **Vice President Coulter requested that the comments made by members of the public who spoke concerning the situation at the Bernal Heights Branch Library be reported in detail in the Minutes** and expressed his thanks for their continuing to participate in support of their neighborhood branch library.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF NOVEMBER 17, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF NOVEMBER 17, 2005

An anonymous member of the public spoke about: their opposition to the Friends of the San Francisco Public Library; noted that their previous recitations of their history did not constitute opposition to the Library; and that Ms. Fung's comments were inaccurately reported.

Mr. Peter Warfield spoke about: misrepresentation in the report of the anonymous member of the public comment; inaccuracies in the report of his concerns with the self-service reserves; and lack of report of his comments on the importance of documentation of design changes in BLIP projects.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF NOVEMBER 17, 2005

The Commissioners acted to amend the Minutes to reflect the anonymous member of the public's statement that their history was of involvement with rather than opposition to the Library and to note that President Higueras had offered to meet with Ms. Fung.

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of November 17, 2005 as amended.

ACTION: 6-0 AYE (Bautista. Chin, Coulter, Gomez, Kane, and Strobin)

AGENDA ITEM #3 BLIP MANAGER'S REPORT

Marilyn Thompson, Branch Library Improvement Program Manager represented her usual monthly reports on: the BLIP Schedule; the current Budget; and new and renovation projects Construction Reports, (copies attached). Ms. Thompson reported expenditure or encumbrance of $38,704,126 of the Bond Program Funds to date.

Ms. Thompson noted that no informational report would be presented at this meeting, but that there would be a special report on the Noe Valley-Sally Brunn Branch Library Renovation Project. Ms. Thompson updated the Commissioners concerning each of the current Branch Library Improvement Program's active projects: new construction; renovations; presented detail of ongoing construction, and discussed recent and upcoming BLIP community outreach activities, (copy attached).

The BLIP Manager then presented a special report (copy attached) updating the Commissioners' concerning developments in the Noe Valley Branch Library Renovation Project following the receipt of construction bids to complete this renovation as planned that were greater than had been estimated. Ms. Thompson discussed the background of this historic 1916 Carnegie neighborhood branch library and the difficult challenges posed by this historic un-reinforced masonry building (UMB) renovation project. The BLIP Manager discussed the project history noting the addition of funds to this project, as well as efforts made to track this project's costs and gather estimates prior to a revised design going out to bid. Ms. Thompson noted that all of the bids received were $950,000 over the previous project costs estimates. Ms Thompson noted that these bids fell within 2% of each other indicating to the BLIP Manager that they probably represented the true current cost to do the project as designed. Ms. Thompson then discussed options available to the Commission to address this situation.

Public comment on AGENDA ITEM #3 BLIP MANAGER'S REPORT

An anonymous member of the public commented: that the available explanatory documents were not listed on the agenda; about lack of information about the redesign in the architect's letter; and about previous neighborhood residents' complaints about this project in May.

Ms. Joan Jackson, Council of Neighborhood Libraries Representative for the Noe Valley Branch Library, commented: expressing disappointment with the proposed project re-designs and noting that the community supported the project design as previously approved. Ms. Jackson observed that the historic Branch Library building was safety rated a SR 4 (high seismic risk) structure and that there should be no further delay in its being renovated. Ms. Jackson noted additional delays would certainly lead to increased costs and expressed optimism that creative ways could be found to find additional funds necessary to complete the renovation as previously planned.

Mr. Peter Warfield commented: on the slow progress since Prop A's (Branch Library Improvement Bond 2000) adoption, dismay at additional delay on this project; about the need to study any proposed revised design; that the Friends could provide the needed additional $1 million for Noe Valley from available funds; and that the Board of

Supervisor's Resolution (on the Bernal Heights Branch Library renovation project) had called for a review of the entire Branch Library Improvement Program.

Ms. Ellen Egbert, Council of Neighborhood Libraries, commented: that the Noe Valley Branch Library was beautiful but difficult to access by those with disabilities, noting funds expended to make libraries accessible was money well spent, and urged the Commissioners to consider the needs of the remaining projects when considering options for this one. Ms. Egbert noted that the Board of Supervisor's Resolution (on the Bernal Heights Branch Library renovation project) has been qualified by being amended inserting the qualifying word "potential" when describing their desired outcome for the renovation project.

Commission discussion of AGENDA ITEM #4 BLIP MANAGER'S REPORT

In answer to questions by Commissioner Bautista, the Americans with Disabilities Act (ADA) revised disabled access plans proposed were discussed in more detail.

Commissioner Kane inquired about and was informed concerning the standard 15% change orders contingency set aside. Commissioner Kane followed up asking about the likelihood of additional project costs increases in the future and about options available to complete this renovation as previously planned. Commissioner Kane noted that it was very important to the neighborhood that this project be done correctly.

The City Librarian responded to Commissioners' questions and comments by noting that various options including seeking a "hardship" exemption as is allowed for historic buildings from some code requirements as well as seeking a combination of additional funding that might be tapped to fund the renovation. The City Librarian reported that neighborhood leaders had been informed of this situation and that discussions about possible solutions were planned with them and with Supervisor Dufty.

Commissioner Chin cautioned that the needs of the remaining bond funded renovation projects needed to be kept in mind when considering what to do in this situation.

Commissioner Gomez expressed discomfort with the redesigned disabled access as presented and suggested that the Commissioners contribute to the "brainstorming" necessary to find additional funding needed for this project.

Vice President Coulter expressed dismay at the increased costs and noted that the additional $1 million could be difficult to raise. The Commission Vice President observed that it was necessary for the Bond Program reduce expectations and noted this could lead to problems generating support for future projects. Vice President Coulter observed that a serious discussion with the Friends about this situation might be necessary. Vice President Coulter asked that Ms. Thompson to bring back recommendations for a solution for Commission review at an upcoming meeting.

The City Librarian reported that the Library proposed to continue to go forward with the planned renovation of the Bernal Heights Branch Library. Deputy City Attorney Catharine Barnes noted that the Board of Supervisors Resolution on the Bernal Heights Branch Library was non-binding. Ms. Barnes reported that should a City Attorney's

opinion on this Resolution be requested, a public response could be available prior to the planned January 11th neighborhood meeting.

Commissioner Gomez urged that City College be brought more visibly into the se discussion, noting that the Commission was ready to make a decision. In response the City Librarian reported that the City College Chancellor Dr. Day supported relocation of the Preschool to the Paul Revere School site.

Commissioner Chin suggested creation of a chart outlining how Bond Program funding was allocated among the different neighborhoods.

Commissioner Gomez thanked Ms. Thompson for her leadership and dedicated work on the Branch Library Improvement Program.

AGENDA ITEM #4 ADJOURNMENT

MOTION: by Commissioner Chin, 2nd Commissioner Kane to adjourn the regular December 15, 2005 Public Library Commission meeting.

Public comment on AGENDA ITEM #4 ADJOURNMENT

An anonymous member of the public spoke about: what they thought to be a tacit understanding concerning public comment opportunities; and about increased funds going into the "public comment" fund.

Commissioner Bautista left the meeting at 5:56PM.

ACTION: AYE 5-0 (Chin, Coulter, Gomez, Kane, and Strobin)

The Commission meeting adjourned at 5:57PM.

Michael Housh, Commission Secretary 1/20/06

Please note: These are draft Minutes subject to revision by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's Report slides
BLIP Program Budget, Schedule, and Construction Reports
Tabulation of Bids – Presidio and Noe Valley Branch Libraries (12/7/05)
Board of Supervisors Resolution 05 1928 [Bernal Heights Preschool]
City Librarian and Director of the Department of Children, Youth and Their Families open letter to the Bernal Heights Community
Bernal Heights Branch Library renovation - Frequently Asked Questions
Noe Valley Branch Library – Frequently Asked Questions
Noe Valley Branch Library revised floor plans December '05
Carey & Co. Letter

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library

Library Commission
December 15, 2005

Public Comment

Approval of Minutes

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports – Noe Valley

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Public Art Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DPE increased $115,281
10-16-03 Added Moving Budgets to SSF & EXC
02-19-04 Added Library Preservation Fund $500k
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PSE, SUN, updated revenues from Prop 14
05-05-05 NVA increased up to $672,818
09-15-05 Added Moving Budgets to MBA, EXC, MAR, NVA, RIC, WPO, WSA; Increased Public Art from RIC, POT
TODAY No changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Design Development Phase – Budget, Schedule
  - Next- State 100%DD submittal
- Portola
  - Design Development Phase - Budget

Active Projects Reports
Renovations

- Excelsior
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Construction start 10/05
- Sunset
  - Construction start 11/05

Active Projects Reports
Renovations

- Noe Valley
  - Bids received 11/23
- Presidio Retaining Wall
  - Bids received 12/7
- Western Addition
  - Construction Document Phase
  - Interim Services

Active Projects Reports
Renovations

- Richmond
  - Construction Document Phase
  - Next - State 95% CD submittal
- Bernal Heights
  - Schematic Design Phase - Redesign
  - Board of Supervisor's Resolution
  - Community letter
- Potrero
  - Design Development Phase - Schedule
  - Next – Variance submittal

Active Projects Reports
Renovations

- Eureka Valley
  - Conceptual Design Phase
- Ortega
  - Conceptual Phase – hold
- Other
  - Controller's Office training

Construction Reports

- Excelsior
- Mission Bay
- Glen Park
- West Portal
- Marina
- Sunset

Community Outreach Update

- BLIP events:
  1/11 Bernal Height community meeting
- Other events and / or Library presence:
  12/10 Leland Avenue Planning (VVA)
  12/2 Visitacion Valley Holiday Celebration
- Related Boards/Commissions:
  12/13 Board of Supervisors (BHE)
- Other Outreach:
  Website
  Bulletin Board – Sixth Floor

Special Reports - Noe Valley Branch Library

Special Reports - Noe Valley Branch Library

- Original Budget 10/2001
  - **$4.410** million project cost
- Approved Budget 01/2002
  - **$4.189** million project cost
- Quarterly Report First Quarter 2002
  - $2.933 million construction
  - $4.189 million project cost
- Approved Budget 05/2005
  - $3.558 million construction
  - **$4.882** million project cost
- Actual Cost 11/2005
  - $4.508 million construction
  - **$5.844** million project cost

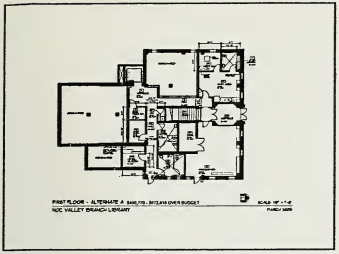
Special Reports - Noe Valley Branch Library

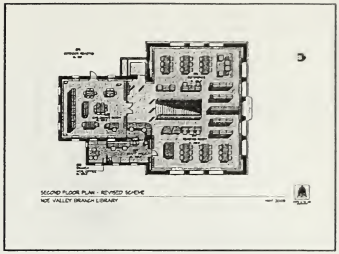
- Opinions of Probable Cost
- Architect's estimate vs. Bids
- Evaluation of Bids
- Actual cost for this scope of work
- Rebid project

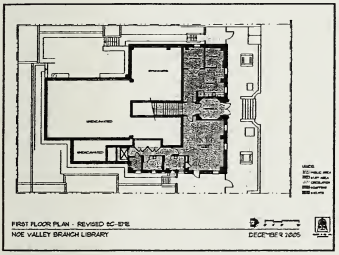
Special Reports - Noe Valley Branch Library

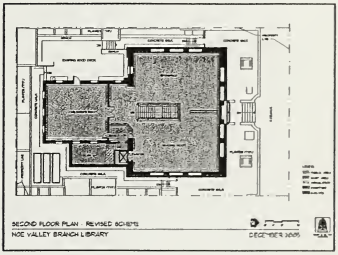
Options:

- Change scope of work
- Change budget









Special Reports -
Noe Valley Branch Library

Options:
- Change scope of work
- Change budget

Closing comments

Bond Program Manager's Reports

Informational Presentations - none
Regular Reports
Special Reports – Noe Valley

Adjournment

CURRENT BUDGET REPORT-2000 Branch Library Improvement Bond Program
December 15, 2005

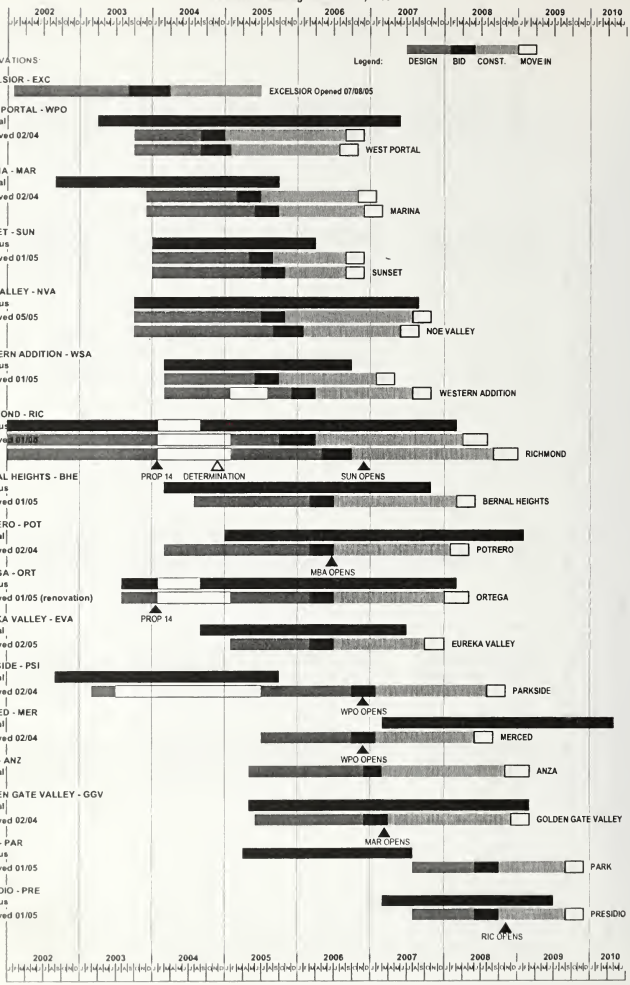
Branch	BUDGET Baseline Budget (10/01)	BUDGET Approved Budget (09/05)	REVENUE FUND STRATEGY City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	EXPENDITURES/ENCUMBRANCES Actual 11/31/2005 B	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000		200,000 (5)	4,881,000	318,266	3,414
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,578,928	5,050
Mission Bay	3,350,000	3,967,000	3,957,000		10,000 (7)	3,967,000	3,738,214	(1)
Portola	4,570,000	4,818,520	4,388,000		430,520 (5)	4,818,520	1,878,061	331
Visitacion Valley	5,320,000	5,884,500	5,826,500		58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000		70,342 (6)	8,946,342	8,843,006	7,759
SUBTOTAL	*31,460,000*	*34,249,217*	*30,013,777*	*3,466,578*	*768,862*	*34,249,217*	*19,573,547*	*16,553*
Renovations								
Anza	4,740,000	4,503,000	4,503,000		-	4,503,000		
Bayview	3,820,000	3,629,000	3,629,000		-	3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		-	5,082,500	231,618	31,705
Eureka Valley	4,580,000	4,351,000	4,351,000		-	4,351,000	55,959	6,601
Excelsior	3,820,000	3,655,648	3,629,000		26,648 (7)	3,655,648	3,558,237	949
Golden Gate Valley	5,340,000	5,073,000	5,073,000		-	5,073,000		
Marina	4,110,000	3,924,500	3,904,500		20,000 (7)	3,924,500	3,096,212	5,538
Merced	4,200,000	3,990,000	3,990,000		-	3,990,000		
Noe Valley	4,410,000	4,882,318	4,862,318		20,000 (7)	4,882,318	814,991	2,001
North Beach	3,460,000	3,763,600	3,287,000		476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000		-	3,382,000	129,514	558
Park	1,310,000	1,310,000	1,244,500		65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000		-	3,236,000	89,595	
Potrero	4,230,000	3,968,500	3,968,500		-	3,968,500	130,899	3,613
Presidio	1,530,000	1,530,000	1,453,500		76,500 (5)	1,530,000	140,605	3,382
Richmond	7,630,000	9,032,642	1,127,606	5,485,036	2,420,000 (2) (7)	9,032,642	1,342,480	40,316
Sunset	1,490,000	1,510,000	1,415,500		94,500 (5) (7)	1,510,000	1,119,862	19,493
West Portal	4,110,000	4,574,500	4,554,500		20,000 (7)	4,574,500	4,004,000	15,337
Western Addition	3,430,000	3,278,500	3,258,500	-	20,000 (7)	3,278,500	361,237	35,274
SUBTOTAL	*74,000,000*	*74,676,708*	*65,951,924*	*5,485,036*	*3,239,748*	*74,676,708*	*15,094,017*	*164,767*
Program-Wide Services & Costs								
Library Program Costs	800,000	800,000	800,000			800,000	706,212	776
Program Consultants	750,000	750,000	750,000			750,000	349,893	10,726
City Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,782,604	37,522
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		362,000	302,000		60,000 (7)	362,000	174,823	1,792
Moving & Interim Services	4,360,000	711,752	328,400		383,352 (4) (7)	711,752	443,522	
Furniture & Equipment Reserv	15,000,000	16,000,000	-	759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	344,227	
Program Reserve	1,675,000	1,833,479	1,583,618		899,861 (5) (7)	2,483,479		
SUBTOTAL	*27,805,000*	*26,592,512*	*9,899,299*	*759,170*	*17,343,213*	*28,001,682*	*4,036,562*	*50,816*
TOTAL	**133,265,000**	**135,518,437**	**105,865,000**	**9,710,784**	**21,351,823**	**136,927,607**	**38,704,126**	**232,136**

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 03/04 ($500,000)
(5) Bond Interest proceeds ($1,673,481)
(6) Rents received ($128,342)
(7) Library Preservation Fund appropriated FY 05/06 ($650,000)

Branch Library Improvement Program Summary Schedules

Approved May 5, 2005

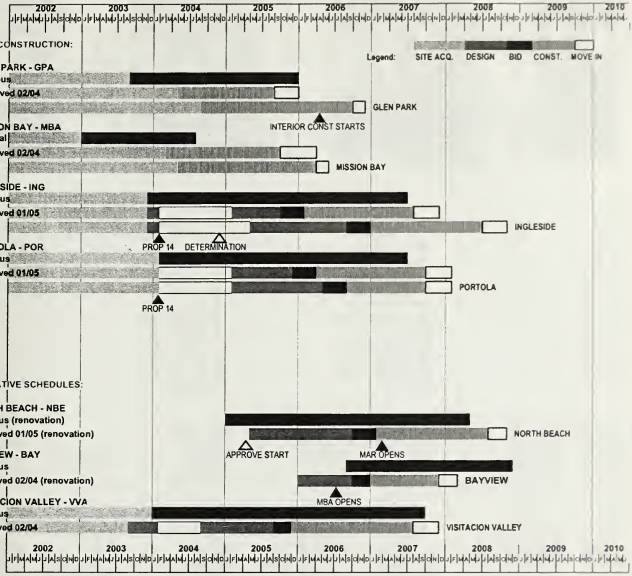
Commission Meeting December 15, 2005

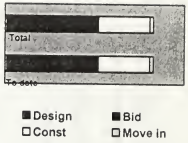
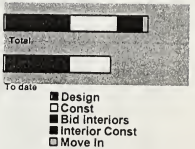


Branch Library Improvement Program Summary Schedules

Approved May 5, 2005

Commission Meeting December 15, 2005



Branch	Contacts	Statistics	Activities	Schedule
Excelsior Branch 4400 Mission Street	**District/Supervisor:** 11 / Sandoval **Architect:** DPW Bureau of Architecture **Contractor:** CDX Builders	**Bid:** $1,793,800 **Change Orders:** $281,509 **Final Contract:** $2,075,309 **Payments:** $1,952,744 **Duration:** 520 days **Extensions:** -90 days **Total Duration:** 430 days **End date:** 05/26/05	Project close out Branch must close temporarily for 4 days to complete final change order work	
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Award:** $2,433,636 **Change Orders:** $19,071 **Total Contract:** $2,452,707 **Payments:** $1,521,284 **Duration:** 698 days **Extensions:** 85 days **Total Duration:** 783 days **Substantial:** 03/01/06	Access flooring complete Interior finishes & fixtures Change order pending: various interior changes (contingency included in Purchase & Sale agreement)	
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (Interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion of Shell:** 12/31/05	Interior restrooms Sprinkler system No payments made till finished Design of interior construction proceeding. Bid winter 2005.	

Branch	Contacts	Statistics		Activities	Schedule
West Portal Branch					
900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	$2,980,000 $0 $2,980,000 $355,498 460 days 0 days 460 days 4/10/06 6/9/06	Concrete building walls Change orders pending: 2 month non-compensatory extension for permit delays, add Ardex floor leveling compound $46k	
Marina Branch					
1890 Chestnut Street	**District/Supervisor:** 2 / Alioto Pier **Architect:** Tom Eliot Fisch / Field Paoli **Contractor:** Trico Construction	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	$2,393,700 $0 $2,393,700 $127,965 425 days 0 days 425 days 10/31/06 12/29/06	NTP issued 10/31 Demolition	
Sunset Branch					
1305 18th Avenue	**District/Supervisor:** 5 / Mirkarimi **Architect:** Fougeron Architecture **Contractor:** Cooper Pugeda Management	**Award:** **Change Orders:** **Total Contract:** **Payments:** **Duration:** **Extensions:** **Total Duration:** **Substantial:** **Final Compl:**	$796,888 $0 $796,888 $0 300 days 0 days 300 days 7/11/06 9/9/06	NTP issued 11/14 Selective demolition	

City and County of San Francisco
Department of Public Works
TABULATION OF BIDS

SPEC NO.: **7539A**

TITLE: **Presidio Branch Library Retaining Wall Repair**

BIDS RECEIVED: December 7, 2005

BIDDERS (in the order received & opened):	DBE Bid Discount Claimed	Base Bid
E.E. Gilbert Construction, Inc.	No Bid Discount Claimed	354,619.00
Trinet Construction, Inc.	DBE	240,000.00
Reliance Engineering, Inc.	DBE	271,412.00
Valentine Corporation	No Bid Discount Claimed	204,566.00
	Average Bid:	267,649.25
	Architect's Estimate:	212,000.00
	% of Architect's Estimate:	126%

c. Marilyn Thompson, Mark Dorian, Preston Tom, Bob Beck, Don Eng, Greg Braswell, James Chia, Maurice Williams, DTS, Joe Cheung, Nelson Wong, All Bidders

SL:ns

December 7, 2005

TABULATION OF BIDS

Spec No: 7511A

Title: Noe Valley Branch Library

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Bidders: (In the order of bids received & opened)

	D.F.P.F. Corporation dba Fine Line Construction	L C General Engineering &Construction, Inc.	Galliera Inc dba Trico Construction	Average Bid	Architect's Estimates:	% of Architect's Estimate:
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The following announcement was made in the bid opening:
"The construction budget for this project is $2,818,960 and the priority of the alternates is Alt 4, Alt 2, Alt 5, Alt 10, Alt 6, Alt 1, Alt 9, Alt 7, Alt 8 and Alt 3".

Marilyn Thompson
Mark Dorian
Greg Braswell
Bob Beck
Maurice Williams
DTS
Nelson Wong
Don Eng
All Bidders
Preston Tom
Joe Cheung

GC:ns

November 23, 2005

San Francisco Public Library

An open letter to the Bernal Heights community:

Thanks to the generosity and support of San Francisco residents, who in 2000 approved the Branch Library Improvement Program bond measure, the San Francisco Public Library is in the midst of one of the most exciting library renovation programs in the country. The bond program provides a unique opportunity to improve the entire library system and make neighborhood libraries safe and accessible for all library users.

The Bernal Heights Branch Library is one of the libraries scheduled for renovation to enhance library services for the community. Plans include a new expanded children's room on the lower level and a designated teen area on the main floor. The renovations will also include an elevator and accessible restrooms, making the branch fully accessible to all. The goal of the renovations is to create a stronger resource for all members of the Bernal community to use for years to come.

For many years, City College of San Francisco has operated the Bernal Preschool, a morning-only program for up to 24 children, on the lower level of the branch library. Unfortunately, the preschool must relocate in order for construction and expansion of library services on the lower level to take place. Some misinformation is being circulated regarding the status of the preschool and it is important that we keep the Bernal community apprised of the facts surrounding the relocation of the preschool.

Because of the importance of the preschool to the community, the Library has been meeting with the community, other City departments, City College administrators, and with the San Francisco Unified School District for over a year to find a suitable new home for the preschool. Thanks to these efforts, a site has been identified in the neighborhood at the Paul Revere Elementary School. The Department of Children, Youth and Their Families, which is monitoring the move of the preschool on behalf of the Mayor's Office, supports the relocation of the preschool. The new facility is a high quality setting that provides more natural light, plenty of indoor space that is disability accessible and a much larger dedicated outdoor play area. Additionally, with new *Preschool for All* funding, the City College preschool program will be able to expand their services to include an afternoon program to serve more families with 4-year-old children.

The Library has agreed to postpone renovations on the Bernal Heights Branch Library until the end of the school year in the summer of 2006 in order to finish out this year's preschool program. In the meantime, the Mayor's Office of Community Development (MOCD) has approved a grant of approximately $100,000 to renovate the Paul Revere space and City College is working with the school district on a lease agreement for Paul Revere. We have also learned from City College of San Francisco and the Child Development and Family Studies Department that they are not pursuing a return of the preschool to the Bernal Heights Branch Library and will honor their commitment to MOCD to operate a preschool program at the Paul Revere site.

The Library has held several meetings about the renovation both in the neighborhood and at the Library Commission. At all of these forums, it was clear that the community supports the renovation and expanded library services for Bernal families and wants the Bernal Preschool to remain in the neighborhood. With the preschool at Paul Revere and with an expanded children's area and a new teen space at the library, we believe that both goals will be met. We appreciate and value the preschool's excellence and its commitment to lifelong learning and early literacy. The Library is committed to ensuring a strong relationship with the Bernal Preschool at the Paul Revere site by offering enhanced early literacy services to complement their educational experience.

We regret that this has become a contentious issue in the community, but truly believe that relocating the preschool to Paul Revere will allow the school to expand their services into a suitable space. We look forward to continuing the dialogue to fulfill our charge of providing the best library services possible to the community. In an effort to keep the community apprised on the latest design plans, we invite you to attend a community meeting at 7 p.m. on Wednesday, January 11, 2006 at the Bernal Heights Branch Library.

Sincerely,

Luis Herrera
City Librarian

Margaret Brodkin

Margaret Brodkin, Director
Department of Children, Youth and Their Families

Bernal Heights Branch Library Renovation
Frequently Asked Questions (FAQ)

What are the plans for the branch?

As part of the bond measure that San Francisco residents overwhelmingly passed in November 2000, the Library plans to make the branch library more accessible and reduce the seismic risk, while preserving the historic character of the existing building. Plans include a designated Teen Area, an added elevator and staircase, new restrooms, and the Children's Area will be moved downstairs and expanded.

What will be some of the benefits of the renovated branch?

- Seismic strengthening
- New expanded Children's Area downstairs
- Access from playground to Children's Area
- Increased book and materials collection
- Interactive learning environment space for young children
- A designated Teen Area
- New restrooms
- An accessible elevator and new staircase
- Accessible after-hours book drop from Cortland
- Restored historic features such as lights, ceiling stencils, and woodwork
- More functional and ergonomic staff work areas
- Wireless (Wi-Fi) access to the Internet
- Improved lighting, heating and ventilation
- New and restored furniture
- New computers and self-checkout machines
- Comfortable seating and a variety of seating choices
- Infrastructure to provide modern technologies and flexibility for the future

When will the branch close and for how long?

The branch is scheduled to close for construction in summer 2006 at the end of the Bernal preschool's semester and will reopen in 2008. During the renovation, library services will be provided by increasing hours at nearby branches, holding programs at neighborhood schools and community centers, and by bookmobile service. Closing may be delayed due to design issues, complications arising from the bidding, contracting or permit process, or other matters.

What happens to Bernal Preschool run by City College?

The Bernal Preschool will move to its own space in Paul Revere Elementary School (Tompkins & Folsom). City College and the San Francisco Unified School District are entering into a lease for both indoor and playground space. The Mayor's Office of Community Development has committed $100,000 in funds for renovating the school to meet the preschool's needs.

Vo are the architects?
r Library Design Studio of the Bureau of Architecture, City and County of San Francisco.

he community involved in the design process?
e. A survey in English and Spanish was conducted in summer 2004, where community
embers gave their opinion about library materials, facilities, and services. In June 2004, the
brary met with City College administrators who oversee the Bernal Preschool. In June/July
04, Library representatives met with Supervisor Tom Ammiano, Bernal Heights
eighborhood Center (BHNC) staff and board members and other neighborhood leaders to
suss the project. After distributing fliers in English and Spanish, and mailing to interested
sidents including the BHNC membership list, the Library held the first community meeting on
ugust 4, 2004. On August 30, 2004, at the request of the Library, a City Child Care
Agency Meeting addressed the need to relocate the preschool. On October 6, 2004, a second
mmunity meeting was held in the branch to discuss the plans. In October 2004, the Library
ewed drawings at the popular Fiesta on the Hill. During January, February and March 2005,
e Library Commission heard testimony and discussed the renovation plans and the relocation
he preschool. As the designs progress, the Library will hold additional community and
brary Commission meetings.

ow much does construction cost for the Bernal Heights Branch?
e project has a construction budget of $3.5 million to renovate the existing building, not
cluding furniture and equipment or soft costs. All designs are subject to change in order to
et this fixed budget limit.

a Library bond funds be used to build space for the Preschool?
o The Library bond funds can only be used to renovate existing libraries or build new ones.
roposition E funds (the Library Preservation Fund set aside) can only be used for Library
rposes such as additional open hours and acquiring books and materials.

ere does the money come from to renovate the branch?
November 2000, the voters overwhelmingly passed a bond measure for $106 million to
grade San Francisco's branch library system. The bond's priorities are to reduce seismic risk,
et modern technological needs and current code requirements, comply with the Americans
h Disabilities Act (ADA), and provide spaces that are responsive to current services, yet
xible enough to meet future needs. While the bond pays for a significant portion of the costs,
annot pay for furniture, fixtures, and equipment. The Friends of the San Francisco Public
brary will raise $16 million from private donations to pay for these costs. Call (415) 626-7512
7 to help with the Friends campaign.

o I find out more information about my branch renovation?
ntact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org,
ail BLIP@sfpl.org, or stop in the branch to review the latest plans.

Renovación de la Biblioteca Sucursal de Bernal Heights
Preguntas Frecuentes

¿Cuáles son los planes para la sucursal?
Como parte de la iniciativa de emisión de bonos aprobada de forma abrumadora en noviembre de 2000, los planes de la Biblioteca son hacer que el edificio sea accesible y reducir el riesgo sísmico, asimismo preservando el carácter histórico del edificio existente. Los planes incluyen un área designada para adolescentes, la adición de un elevador y escaleras, nuevos baños y el área para niños será transladada a la planta baja y ampliada.

¿Cuáles serán algunos de los beneficios de la sucursal renovada?
- Fortalecimiento contra sismos
- Nueva área para niños ampliada en la planta baja
- Acceso desde el patio al área para niños
- Aumento en la colección de libros y materiales
- Espacio con ambiente de aprendizaje interactivo para niños pequeños
- Un área designada para adolescentes
- Nuevos baños
- Un elevador accesible y nuevas escaleras
- Punto de devolución de libros accesible fuera de horas en la calle Cortland
- Restauración de algunos elementos históricos, tales como lámparas, plantillas del techo y detalles de madera
- Áreas de trabajo del personal más funcionales y ergonómicas
- Acceso inalámbrico a Internet (Wireless (Wi-Fi))
- Iluminación, calefacción y ventilación mejoradas
- Muebles nuevos y restaurados
- Nuevas computadoras y máquinas para el auto registro
- Una variedad de selección de asientos cómodos
- Infraestructura para proporcionar modernas tecnologías y flexibilidad para el futuro

¿Cuándo cerrará la sucursal y por cuánto tiempo? La sucursal tiene programado el cierre para la construcción en el verano de 2006 al final del semestre de Bernal Preschool y la reapertura a principios de 2008. Durante la renovación, los servicios de biblioteca serán proporcionados aumentando las horas de las sucursales cercanas, llevando a cabo programas en las escuelas del vecindario y centros de la comunidad y por medio del servicio de biblioteca ambulante. El cierre puede retrasarse debido a problemas de diseño, complicaciones que surjan del proceso de subasta, contrato o permiso, u otros asuntos.

¿Qué pasa con Bernal Preschool administrada por City College?
La Bernal Preschool se mudará a su propio espacio en Paul Revere Elementary School (Tompkins con Folsom). El City College y el Distrito Escolar Unificado de San Francisco están haciendo un contrato de arrendamiento para el espacio interior y el patio. La Oficina de Desarrollo de la Comunidad del Alcalde, ha asignado $100,000 en fondos para renovar el colegio y así satisfacer las necesidades de la institución preescolar.

¿Quiénes son los arquitectos?
El Estudio de Diseño Bibliotecario del Buró de Arquitectura, Ciudad y Condado de San Francisco.

¿Participará la comunidad en el proceso del diseño?
Sí. Se realizó una encuesta en inglés y español durante el verano de 2004, donde los miembros de la comunidad dieron su opinión acerca de materiales, instalaciones y servicios. En junio de 2004, la Biblioteca se reunió con los administradores de City College quienes supervisan la Bernal Preschool. En junio/julio de 2004, los representantes de la Biblioteca se reunieron con el Supervisor Tom Ammiano, personal del Centro del Vecindario Bernal Heights (BHNC por sus siglas en inglés) y miembros del consejo y otros líderes del vecindario para hablar del proyecto. Después de distribuir folletos en inglés y español, y enviar información por correo a los residentes interesados, incluyendo la lista de membresía BHNC, la Biblioteca sostuvo la primera reunión de la comunidad el 4 de agosto de 2004. El 30 de agosto de 2004, a solicitud de la Biblioteca, una Reunión Interagencia de Atención a Niños de la Ciudad (City Child Care Interagency Meeting) trató la necesidad de reubicar la institución preescolar. El 6 de octubre de 2004, se sostuvo una segunda reunión de la comunidad en la sucursal para discutir los planes. En octubre de 2004, la Biblioteca mostró planos en la popular Fiesta on the Hill. Durante enero, febrero, y marzo de 2005, la Comisión de Bibliotecas escuchó testimonio, discutió los planes de renovación y la reubicación de la institución preescolar. Mientras el diseño progresa, la Biblioteca sostendrá reuniones adicionales con la comunidad y la Comisión de Bibliotecas.

¿Cuánto costará la construcción de la Sucursal de Bernal Heights?
El proyecto cuenta con un presupuesto de construcción de $3.5 millones para renovar el edificio existente, sin incluir los muebles y el equipo o los costos indirectos. Todos los diseños están sujetos a cambio para cumplir con este límite de presupuesto fijo. Actualmente, estamos volviendo a diseñar para cumplir con el supuesto.

¿Se pueden utilizar los fondos de la emisión para construir un espacio para la Preschool?
No. Los fondos de la emisión de bonos para la biblioteca y la Proposición E (reserva para la biblioteca) sólo pueden usarse para propósitos de la Biblioteca.

¿De dónde proviene el dinero para renovar la sucursal?
En noviembre de 2000, los votantes, con una abrumadora mayoría, aprobaron una iniciativa de emisión de bonos por $106 millones para actualizar el sistema de bibliotecas sucursales de San Francisco. Las prioridades de la emisión son reducir el riesgo sísmico, satisfacer las necesidades tecnológicas modernas y los requisitos de reglamentos actuales, cumplir con la Ley para Estadounidenses con Discapacidades (*Americans with Disabilities Act*: ADA), y brindar espacios que sean sensibles a los servicios actuales, y a la vez lo suficientemente flexibles para adaptarse a las necesidades del futuro. Aunque la emisión cubre una porción importante de los costos, éste no paga por muebles, instalaciones y equipo. Los Amigos de la Biblioteca Pública de San Francisco recaudarán $16 millones de donaciones privadas para cubrir estos costos. Llame al 626-7512 x107 para ayudar con la campaña de Los Amigos.

¿Cómo puedo encontrar más información acerca de la renovación de mi sucursal?
Comuníquese con el Programa de Mejoras a Bibliotecas Sucursales al (415) 557-4354, consulte www.sfpl.org, envíe un correo electrónico a BLIP@sfpl.org, o vaya a la sucursal para estudiar los últimos planes.

[Bernal Heights preschool.]

Resolution urging that the Bernal Preschool return to the Bernal Branch Library upon completion of the Branch Library Renovation.

Whereas, with the successful passage of Proposition A in 2000 of a $106,000,000 Branch Library Bond, the San Francisco Public Library Commission approves the plans for the implementation of the renovation and retrofit of branch libraries subject to the review of the Board of Supervisors; and

Whereas, the Commission voted on March 17, 2005, as part of their approval of the Bernal Branch renovation plan to not expand the building's physical plan and to evict the Bernal Preschool from the building; and

Whereas, the San Francisco Public Library Bernal Branch Renovation is estimated to cost $4,939,069 including a 15% contingency for a 9,865 expanded building at a cost of $500 per square foot which is extremely high; and

Whereas, the Bernal Preschool would occupy only 13% of the expanded building; and

Whereas, the Bernal Preschool has been located in 1300 square feet of the lower level of the Bernal Branch Public Library for almost 30 years operated by City College of San Francisco, rent free from the city; and

Whereas, the Bernal Preschool has been serving annually, 25 3-5 year olds from low-income Bernal families of color in a safe, nurturing environment for our children to learn and prepare for entry into elementary school; and

Whereas, Bernal residents under the leadership of the Bernal Heights Neighborhood Center have actively raised funds and participated in the planning and advocacy of the renovations of the Bernal Playground playstructure and the Bernal Playground gymnasium, to keep the Bernal library open despite Mayoral and library administration attempts to close it, and the renovation of the Bernal Heights Neighborhood Center to develop a community civic center to better serve those Bernal families most in need and maintain the racial and economic diversity of Bernal Heights; and

Whereas, Bernal Community residents under the leadership of the Bernal Heights Neighborhood Center have actively participated in the planning and advocacy for the expansion of the Ingleside Police Station's Community Policing program to Cortland Avenue, and the revitalization of Cortland's commercial corridor; and

Whereas, School Readiness is one of the primary goals of the Educate America Act passed by Congress in 1994, and preparing preschoolers for learning has been identified as one of the eight major roles that libraries can play in their communities which characterize libraries as the preschoolers door to learning; and

Whereas, *the Save the Bernal Preschool – Stop The Eviction Campaign* which supports the expansion of Bernal library services and believes this is a great community opportunity to enhance the interfacing between the preschool and the public library staff and clients (families and patrons) and make the library a significant part of the lives of our children and families; and

Whereas, *the Save the Bernal Preschool – Stop The Eviction Campaign* has waged a 13 month campaign to stop the eviction and find a more creative partnership between the community and the library bringing together parents and grandparents of current and former students, community members, practitioners, and professionals to join forces to stop the eviction of this highly valued preschool and their families and advocate for the return to the library after renovation; and

Whereas, the relocation to site in a very low performing school underlines the overly high concentration of poverty of these children and takes them away from the more accessible community hub, and provides a smaller area than the current site including a $1416.00 monthly rent payment that could instead go towards maintaining quality and program enhancements directly benefiting the children; and

Whereas, *the Save the Bernal Preschool – Stop The Eviction Campaign* has the support of numerous individuals and organizations including the Bernal Heights Neighborhood Center and City College Board of Trustees to return to library after the renovation; and

Whereas, the temporary site for Bernal preschool, located at Paul Revere Elementary School, can become a permanent location for another program thus, doubling the preschool and/or child care slots in Bernal at both sites, which is a priority site for the City's "Preschool for All" program and also in anticipation of the proposed universal preschool state initiative; and now therefore be it

RESOLVED, that the Library Commission hold a 3rd community meeting which would allow for preschool families and supporters as well as other community members to

participate in the design planning for the renovation of Bernal Branch Library with sufficient notice to the community; and be it

FURTHER RESOLVED, that the Board of Supervisors instruct the Budget Analyst to review the library's Schematic Design Estimate Summary for the Bernal Branch Renovation and its' estimated cost of $500 per square foot; and be it

FURTHER RESOLVED, the Board of Supervisors instruct the Budget Analyst to review the library budget to identify funds to support the accurate cost of the Bernal library building expansion including the Bernal preschool; and be it

FURTHER RESOLVED, the Board of Supervisor request the Mayor's Budget Director to identify budget funds to support the building expansion to include the preschool, which the current library budget presumably can not support; and be it

FURTHER RESOLVED, that the Board of Supervisors instruct the City Attorney to review the 2000 Branch Library Bond and determine how the branch expansion can take place without the Bernal Preschool being required to contribute to the cost of the mandated building upgrade but assuming that it will contribute for the tenant improvements of the renovation for preschool use; and be it

FURTHER RESOLVED, that the Board of Supervisors request the San Francisco Library Commission to reconsider its prior decision and state in unequivocal terms the condition of the potential return of the preschool to the Bernal Branch Library after the completion of the renovations; and be it

FURTHER RESOLVED, that the Board of Supervisors communicate to the Mayor it's support and willingness to work together to have the Bernal Preschool return to its current location after the renovations are completed and to identify the funds to support this critical and valued program.

City and County of San Francisco
Department of Public Works
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GC:ns

November 23, 2005

BRANCH LIBRARY
IMPROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

Noe Valley/Sally Brunn Branch Library Renovation
Frequently Asked Questions

Q. What are the plans for the branch?
A. The project provides for a complete renovation including seismic strengthening, accessibility improvements, energy-efficiency and technology upgrades. The historic integrity of this 1916 Carnegie landmark will be maintained and the building restored to its original grandeur. A small expansion is planned to accommodate an elevator and recoup space needed for disabled access, seismic work, and building system upgrades.

Q. What will be some of the benefits of the renovated branch?
- Seismic strengthening
- Accessible entry
- A designated Teen Area
- Renovated program room for library and community programs
- Access to deck and garden area
- Fully accessible restrooms
- Quiet adult reading area
- A safe accessible elevator
- Accessible after hours book drop
- Improved landscaping to showcase the wonderful façade
- Infrastructure to provide modern technologies and flexibility for the future
- More welcoming and flexible Children's Area
- Better lighting
- New and restored furniture
- Clearer signage
- More computers with access to the Internet and library online resources
- Restored historic features such as windows, ceilings, and woodwork
- Express checkout machines
- Wireless (Wi-Fi) access to the internet
- Comfortable seating and variety of seating choices

Q. When will the branch be closed and for how long?
A. The branch was scheduled to close for move out, abatement and construction in fall 2005 and reopen winter 2007 or sooner. However, in November 2005, the contractors' bids came in considerably over the architect's estimate. The City Librarian and the Library Commission are considering whether to increase the construction budget or redesign. These deliberations will be held during the January and February 2006 Library Commission meetings with a decision forthcoming prior to the deadline date for the bid acceptance. During the renovation, library services will be provided by increasing hours at nearby branches, holding programs at neighborhood schools and community centers, and bookmobile service.

Q. Who are the architects?
A. Carey & Co. Architecture of San Francisco.

Q. Will the amount of books and seating remain the same?
A. Because of the efficiency of the new furniture and shelving, there is space for a small increase in shelving. New materials (books, CDs, DVDs, videos, books on tape, etc.) will be purchased during closure to keep the collection current. Also, the collection will be easier to find on new shelves in an improved layout. The expansion is needed for increased accessibility and new restrooms.

Q. What happens to the existing furniture?
A. Historic pieces will be restored, and some of the furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose or restore appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, sustainability, as well as the architectural period.

Q. Is the community involved in the design process?
A. Yes. A community needs assessment was conducted in fall 2003 by consultant Marilyn Smulyan, who interviewed key community stakeholders about materials, facilities, and services at the branch and analyzed a survey of 494 people. Five community meetings plus a two-day Design Workshop were held to discuss designs, landscaping, furniture & finishes, and interim services (March 2002, September 2002, October 2003, May 2004, September 2004, & September 2005). The Library Commission held a Peer Review in May 2004 where an independent architect, historic preservationist, and an interior designer publicly reviewed the design.

Q. Where does the money come from to renovate the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. The bond's priorities are to reduce seismic risk, meet modern technological needs and current code requirements, comply with the Americans with Disabilities Act (ADA), and provide spaces that are responsive to current services, yet flexible enough to meet future needs. While the bond pays for a significant portion of the costs, it does not pay for furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs. Call 626-7512 x 103 to help with this campaign.

Q. How much does construction cost for the Noe Valley/Sally Brunn Branch?
A. The project had a construction budget of $2.9 million to renovate the building, not including furniture and equipment. In May 2005, the Library Commission approved increasing the construction budget up to $3.56 million.

Q. How do I find out more information about my branch renovation?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

CAREY & CO. INC.
ARCHITECTURE

December 9, 2005

Ms. Marilyn Thompson
Bond Program Manager
Branch Library Improvement Program
190 Ninth Street, 3rd Floor
San Francisco, CA

RE: Noe Valley Library
Bid vs. Estimate

Dear Marilyn,

We have been asked to address the possible reasons why the bids for our Noe Valley Library project came in $950,000 over the $2,800,000 bid budget. As you know, there is no simple answer. This letter includes a project history, explaining our cost-control measures to date, and possible reasons why we saw the bid amounts so far in excess of the budget.

Project background
The original bid budget was set in 2001 at $2,400,000. Carey & Co. was awarded the contract in September, 2003. We were given an incredible building, an ambitious program, a two-year-old budget, and a very enthusiastic community. Helping us on the project was a full retinue of consultants, including a cost consultant, Saylor Consulting Group. We begin the project with a series of community meetings, where we showed the community a number of schemes and had them "vote" on their favorite. This resulted in a scheme that met all programmatic requirements. However, once our structural engineer and cost consultant looked at this, we realized that we needed to scale back. This was our first value engineering phase, which resulted in shifting as much excavation as possible from the west side of the building to the east, to avoid underpinning.

We continued with this plan through design development, with all of the cost estimates showing our project to be under budget. However, 2003 and 2004 were very unusual years in the construction industry, with inflation running at 10-15% higher than the historical average of 3 or 3 1/2%. Our 50% construction documents cost estimate showed a project cost of $2,900,000. After discussion with the City, we found a second cost estimator to estimate our 95% construction documents set, simultaneously with Saylor. To our surprise, both estimates were within $20,000 of each other. Unfortunately, they were predicting a project cost of $3,200,000. Once again, we conducted value engineering. We found ways to streamline the project by rearranging some of the back-of-house spaces, by keeping the mechanical room in its present location, and by reusing parts of the existing mechanical system. Our additional value engineering cost estimate showed a savings of $200,000. We examined the project again, shifting some elements into FFE and flagging others as add-alternates. We hoped to save another $200,000 by so doing. We received authorization to proceed with the revised scheme in May of 2005, along with an increase in the bid budget to $2,800,000.

The summer was spent finishing the documents and getting approvals. Bid documents were submitted to the City in August, and the project was put out to bid in September. Unfortunately, when the bids were opened, the numbers were much higher than any of us expected.

Reasons
I have spoken to both our cost estimators, Saylor Consulting Group and Dabri, Inc. I have also compared the last cost estimate with the sub-contractor breakdown of LC Construction, the low bidder, to see if there were any areas in particular that were responsible for the cost overrun.

Looking at the sub-contractor breakdown, most of the bid prices were within 10% of the estimate. The electrical and mechanical were somewhat higher, but this amounted to less than $150,000 of the total overage. Since the subcontractor line-items were only responsible for approximately $2,000,000 of the total budget, the remaining costs were the General Contractor's, such as the "General Conditions." If a more detailed breakdown of the bids is available, it may shed further light upon where and why the overruns occurred.

The "General Conditions" might be a major factor in the project's costs. This would cover not only difficulties associated with the site, such as staging and parking, but also difficulties – real or perceived – in working for the City. While the cost estimates included these items, they may have underestimated their importance in the overall bids.

While the rampant inflation in construction of the past couple of years has slowed down in 2005 – coming down to 6.5% - the unprecedented hurricane season was responsible for driving up fuel costs, albeit temporarily, during the period when the project was bidding. This unforeseen "act of God" may also have played a part in driving up the bid prices.

Lack of multiple bidders may also be a factor. While the estimators were told to assume only three bids (since we anticipated a lack of qualified, interested bidders), and that is the number that was received, we do not know whether multiple sub-consultant bids were available. According to Saylor Consulting, bid costs could be higher than estimates if fewer than 4-5 subcontractor bids are received for each discipline.

Also, the many factors that each make this a difficult project – historic preservation, city work, difficult site, major structural, excavation and underpinning – when taken together, may have a snowball effect, resulting in a total greater than the sum of the parts.

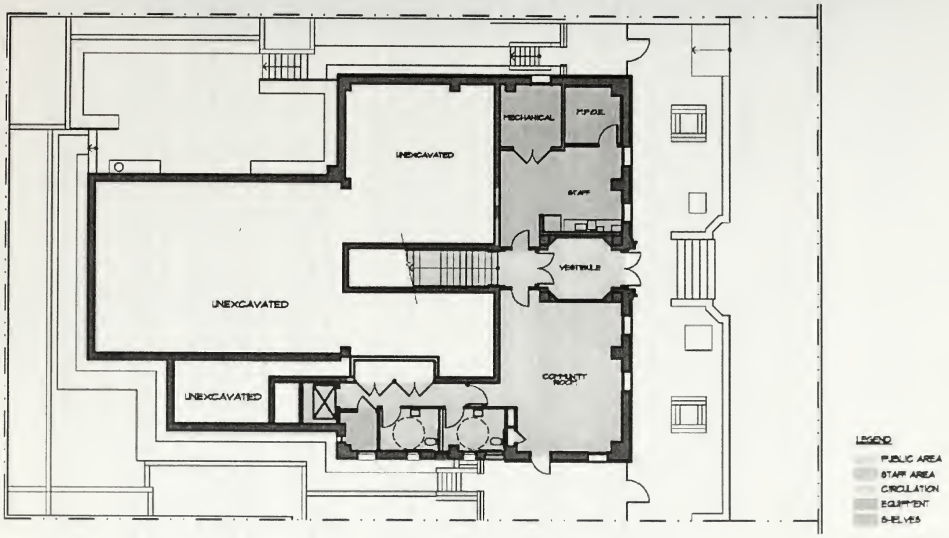
Finally, estimates are estimates and not bids. While they are useful documents, and a valuable tool for checking project costs on a complex project at various phases, they are not bids. The only accurate way to predict costs is to work with a contractor beginning in the early phases of the project, in a negotiated bid scenario. This process, unfortunately, is not allowed on projects subject to Public Procurement laws.

We would be happy to discuss this with you further.

Sincerely,

Nancy Goldenberg

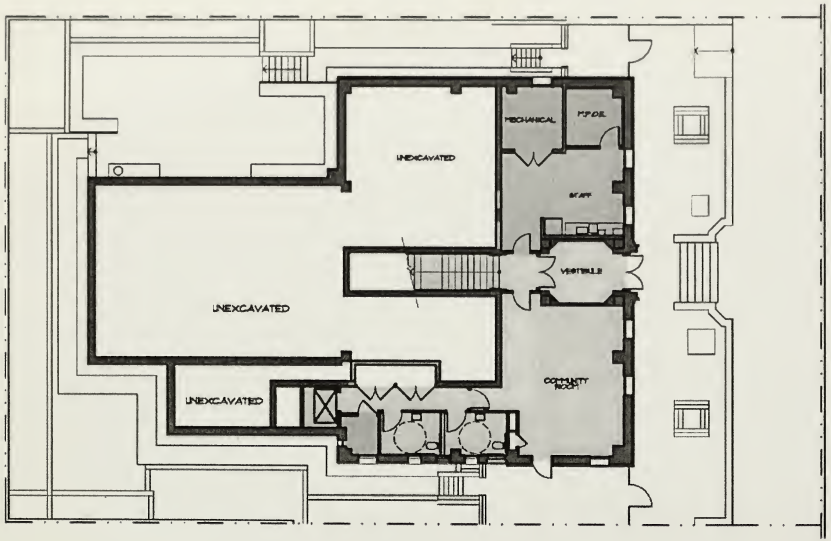
Nancy Goldenberg
Sr. Vice President
Carey & Co., Inc.



FIRST FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

DECEMBER 2005

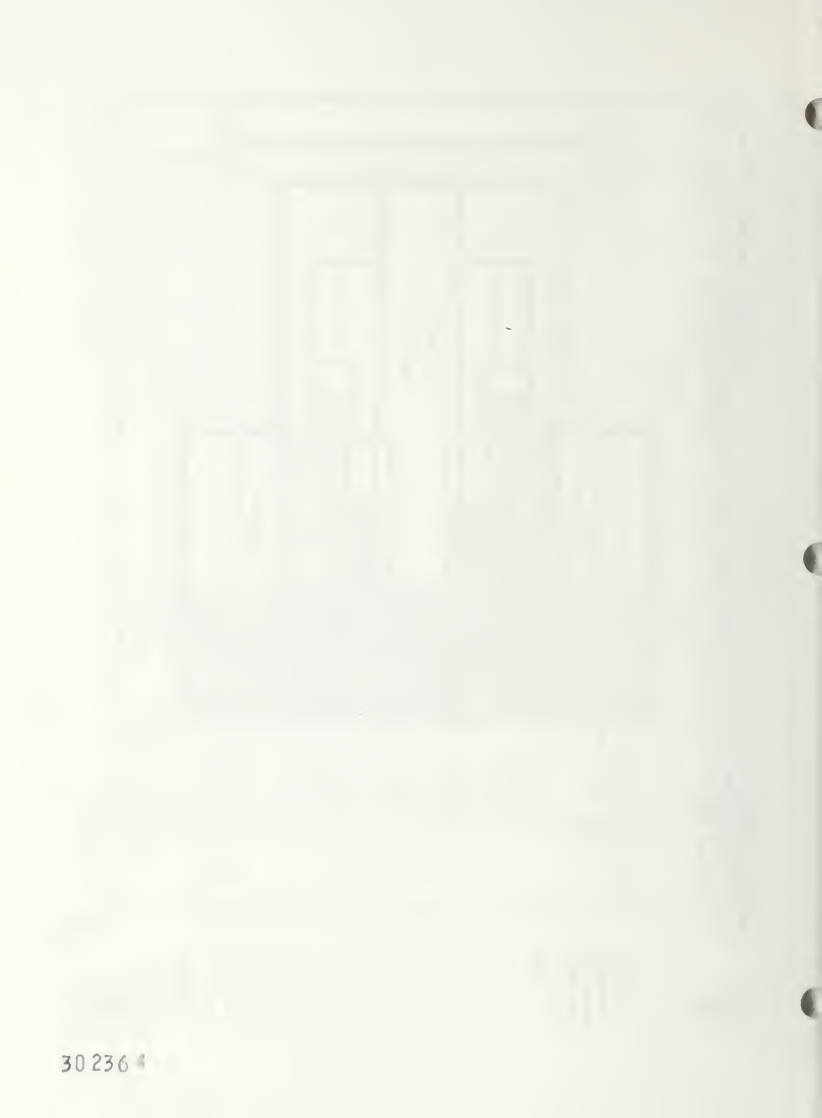


FIRST FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

DECEMBER 2005

CAREY & CO. INC.



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